

MAD RIVER MIDDLE SCHOOL

Grades 7 and 8

MISSION STATEMENT

The Mission of Mad River Middle School is to build students' future success through relationships, purpose, and perseverance.

Principal – Krystle Gleason

Assistant Principal – Chad Bishop

Address

1801 Harshman Road

Riverside, OH 45424

Phone: 937-237-4265

Fax: 937-424-2958

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper



Daily Bell Schedule

Tribe Time	8:30 – 8:50
First Period	8:53 – 9:41
Second Period	9:44 – 10:32
Third Period	10:35 – 11:23
Fourth Period	11:26 – 12:53
Fifth Period	12:56 – 1:44
Sixth Period	1:47 – 2:34
Seventh Period	2:39 – 3:30

2-Hour Delay Schedule

Tribe Time	10:30 – 10:50
First Period	10:53 – 11:26
Fourth Period	11:29 – 12:53
Second Period	12:56 – 1:24
Third Period	1:27 – 1:55
Fifth Period	1:58 – 2:26
Sixth Period	2:29 – 2:56
Seventh Period	3:01 – 3:30

2-Hour Early Release

Tribe Time	8:30 – 8:50
First Period	8:53 – 9:21
Second Period	9:24 – 9:52
Third Period	9:55 – 10:22
Fifth Period	10:25 – 10:52
Sixth Period	10:55 – 11:23
Fourth Period	11:26 – 12:53
Seventh Period	12:58 – 1:30

TELEPHONE DIRECTORY

Principal/Mrs. Gleason 937-237-4265
 Assistant Principal/Chad Bishop 937-237-4265
 Main Office/TBD 937-237-4265
 Attendance Office/Mrs. McIntosh 937-237-4265
 School Counselor /Mr. Gearon 937-237-4265 ext. 6113
 School Therapist /Ms. Armbruster 937-237-4265 ext. 6112
 MS Athletic Director /Tom Rhoades 937-237-4250 ext. 7207

PEOPLE TO CONTACT

To request appointments with staff/messages for
 teachers/school debts TBD
 To report absences Mrs. McIntosh
 To report tardiness/request assignments/request
 early dismissal (for appointments) Mrs. McIntosh
 Regarding student records Mrs. McIntosh
 Regarding Student Schedules/Academic progress
 Mr. Gearon
 Regarding Disciplinary Actions Mr. Bishop
 Regarding Athletics Mr. Rhoades
 Schedule an Appointment with an Administrator
 TBD
 Transportation 937-237-4280
 Mad River Local Schools Website www.madiverschools.org

Board Policy can be found on the MRLS website. If you need a hard copy, please contact Mrs. Krista Wagner, Assistant Superintendent, at 937-259-6603.

EMERGENCY CLOSING OF SCHOOL: Announcements will be made over the Dayton radio and television stations regarding **Mad River Local Schools of MONTGOMERY COUNTY**. Please **do not call** the school.

BUILDING HOURS

Students: 7:45 am – 3:45 pm



Technology

The following fees will be in place for mobile computing devices:

ITEM	COST
Full Device Replacement	\$300
Motherboard Replacement	\$100
LCD Panel Replacement/Screen	\$60
Keyboard and/or Touchpad Replacement	\$30
Laptop Case//Hinges	\$30
Power Supply Replacement	\$25

Students shall use District Technology Resources (see definition Bylaw 0100) for educational purposes only. District Technology Resources shall not be used for personal, non-school related purposes. Use of District Technology Resources is a privilege, not a right. When using District Technology Resources, students must conduct themselves in a responsible, efficient, ethical, and legal manner. Students found to have engaged in unauthorized or inappropriate use of District Technology Resources, including any violation of these guidelines, may have their privilege limited or revoked, and may face further disciplinary action consistent with the Student Handbook, and/or civil or criminal liability. Prior to accessing or using District Technology Resources, students and parents of minor students must sign the Student Technology Acceptable Use and Safety Agreement (Form 7540.03 F1). Parents should discuss their values with their children and encourage students to make decisions regarding their use of District Technology Resources that is in accord with their personal and family values, in addition to the Board's standards.

SCHOOL VISITORS

The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. But in order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to invoke visitor controls.

The Superintendent or principal has the authority to prohibit the entry of any person to a school of this District or to expel any person when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

In order to protect the educational programs of the schools from undue disturbance, each principal shall establish rules and procedures for visitors which shall include the following:

- A. Persons wishing to visit one (1) or more schools are to **make arrangements in advance through the school office of each school to be visited.**
- B. Mad River Local Schools has a closed lunch policy. No deliveries of commercial food are permitted and no visitors are allowed.
- C. Any person who does not meet the criteria as stated above will be denied access and will be asked to leave the building.
- D. Every visitor to a school must register at the school office. Sign-in lists showing name, time, person visiting, and time departing shall be maintained by the office. Any person who does not register with the school office is on school property illegally and should be asked to identify himself/herself properly or to leave the school grounds. If the visitor refuses to leave the school grounds or creates any disturbance, the building principal should request aid from Central Office/local law enforcement.
- E. Students may not bring guests to school.
- F. No staff member is to transact business with a visitor who does not have visitor's pass.
- G. Parents, other than those who have been asked by a teacher to be in the classroom, who wish to observe learning activities taking place in their child's classroom are to confer, in advance, with the principal and the teacher and state the purpose of the visitation.

It is important that each parent understands that because classroom visitations can be distracting to the students, the following guidelines have been established:

- 1. Visitations will not be allowed during examinations and independent study periods.
 - 2. Parents are to be silent observers and are not to create any type of disturbance or disruption to the learning process.
 - 3. Copies of instructional materials being used by the students or teacher may not always be immediately available during the visitation.
 - 4. Any comments made by individual students are to be maintained in confidence by the visitor to the activity.
- H. Use of audio or visual equipment to record classroom activities must be approved by the principal and the teacher. No visitor shall be allowed to videotape students in the classroom as it violates the privacy rights of students unrelated to the visitor. Recording of other school activities will be in accord with AG 9160 - Attendance at Public Events.
- I. If a parent or other visitor wishes to tape record a conversation or meeting with a teacher or the principal, s/he should request permission from the teacher or principal. If the teacher or principal wishes to record a conversation with a parent or other visitor, s/he is to inform that person that the conversation is being recorded before the conversation begins. Federal law allows a parent to record an I.E.P. and, if the parent does record, the District should record the conference also.

If a disabled person should visit a school and request accommodation and s/he has not submitted the Request for Accommodation Form 9160A F1, in advance, the principal should ask the person to allow the school adequate time to arrange for the accommodation, providing such accommodation is reasonable (see AG 9160A).

Each principal shall post in a conspicuous place at each entrance, the rules, and procedures to be followed by visitors.

LUNCH VISITATION

Mad River Local Schools has a closed lunch policy. No deliveries of commercial food are permitted and no visitors are allowed.

SCHOOL VOLUNTEERS

Volunteers serve a very important role in the Mad River Local School District. As a volunteer you help to support educational programming and experiences for our students.

For all new volunteers and for those whose children have moved from one school building to another, we ask that you complete a Volunteer Application available at your child's school. Once you have submitted the Volunteer Application and prior to volunteering, you will receive further instructions for fingerprinting. All volunteers are subject to fingerprinting at any time.

Individuals volunteering on a regular basis in the schools and/or whose volunteer responsibilities involve individual or group tutoring with students, chaperoning, field trips, or any event required by the school will need to have BCI (*Ohio fingerprint check*) and FBI (*all states fingerprint check*) fingerprint checks completed. This requirement is for the safety of our children.

The District's Human Resources Office will contact you to schedule a time for you to be fingerprinted once you have completed the volunteer form at your child's school. You will be required to present a photo ID when fingerprinted. The school district will pay the cost for the BCI and FBI fingerprint checks.

There are certain offenses that are disqualifiers, including any felony conviction. If there is an arrest record, once the Criminal History Record Check has been received by Human Resources, the Director will review the report and the volunteer will be contacted. Please be aware that if there is an arrest record it can take up to 30 days for the Ohio Bureau of Criminal Investigation (BCI) to send the report to Human Resources. You will not be allowed to volunteer for any reason until the Director of Human Resources has reviewed the BCI and FBI fingerprint checks.

A school district representative will contact you once your application has been processed and your BCI and FBI fingerprint checks are completed. Once you have established a volunteer assignment within

the school district you will also receive an orientation to the building, your responsibilities, and volunteer guidelines.

The District may, at its discretion, preclude individuals from volunteer service if, among other reasons, they provide misleading or incomplete statements.

Thank you for your interest in volunteering with the Mad River School District.

STUDENT USE OF MAIN/STUDENT SERVICES OFFICE

The Student Services Office is designed to serve the students on school business. It is open to students from 8:20 A.M. to 3:50 P.M. each school day. To avoid problems, the following procedures have been established:

Office Contact

- a. Student will report quickly to the office with a pass from a staff member.
- b. Student will identify himself/herself to office personnel and state his/her business.
- c. Student will sit quietly until appropriate personnel are available.

NOTE: Students leaving the building for illness reasons must make their **initial call home through Student Services** not through a personal cell phone or classroom phone.

Phone Usage - Student Services

- a. Student Services phone will be used for illness or emergencies only.
- b. All calls must be approved by the main office secretary, Mrs. McIntosh, or Mrs. Gleason.
- c. If your student forgets something for school, they may call between 8:20 -8:30 or during their lunchtime.
- d. Emergency illness calls will be made only after 8:30 A.M.

NOTE: An illness emergency means that the student is absolutely too ill to continue at school.

GENERAL INFORMATION

PROCEDURES IF YOU ARE A CAR RIDER: When dropping a student off at school, a parent needs to drop the student off at the front doors of the building and exit the driveway. This is to be done in a single-file line for safety purposes. If the parent is staying with the student in the car, then they must pull along the right side of the building and park in a single file line (as is done at end of day pick-up) and wait.

PROCEDURES WHEN YOU ARRIVE AT SCHOOL: Upon arrival to school students must report directly to Advisory period. NO loitering in hallways.

PROCEDURES WHEN YOU ARRIVE TO CLASS: Be on time to class – be prepared for class – have materials and assignments for that class. Follow posted classroom rules and any directions of the school staff. Respect yourself, others, and their property. Respect your right and the rights of others to learn. Be concerned for the safety and welfare of yourself and others.

PROCEDURES BETWEEN PERIODS: Students have three minutes between classes. Proceed directly to your next classroom in a quiet and non-disruptive manner – NO HORSEPLAY - NO RUNNING – be on time.

PROCEDURES FOR ASSEMBLIES: Walk to the gym with your teacher. Sit together as assigned. Students behaving inappropriately will be removed from the assembly and could lose their right for future attendance at assemblies. Removal from the assembly could result in further disciplinary action. You will be dismissed from the assemblies by sections and return to your classroom with your teacher.

PROCEDURES FOR FIRE DRILLS, TORNADO DRILLS, AND BUILDING LOCKDOWN: In the event of a fire drill, follow your teacher's instructions. Walk together with your class and exit the building without talking. Once you are outside, line up with your class. Return to class with your teacher (avoid conversation).

In the event of a tornado follow teacher instructions and report to your safe place. Remain in the safe place until released by the school administration or the proper authorities.

In the event of a building lockdown, staff and students will immediately exit the building if they can do so safely. If unable, staff and students will secure in a safe place and students are to follow staff instructions.

PROCEDURES TO/FROM LUNCH: Students proceed quietly on the right side of the hall to the cafeteria. During restroom stops, stay in line against the wall until ready to move on. At pick up time line up and follow staff directions. During lunch student will have the following options depending on weather conditions: go to gym, go outside, or remain in cafeteria.

CAFETERIA GUIDELINES: Students are expected to have good behavior while waiting in the lunch line; there will be no cutting in line, pushing, or causing a general disturbance.

- Students are expected to be polite and considerate.
- Students are to keep the dining areas clean and neat. All trays are to be returned to the tray return area.
- All eating is to be confined to the cafeteria. Students are not permitted to eat in the classrooms or in the hallways during lunch.
- Students are to report to the cafeteria during their lunch period assigned unless they are under the direct supervision of a teacher.
- Students causing a disturbance or not complying with the cleanliness rules of the cafeteria will be disciplined in accordance with the Student Code of Conduct.

PROCEDURES AT SCHOOL DISMISSAL: After going to your locker, proceed directly to the exits in a quiet, non-disruptive manner. All students are expected to leave the building immediately unless involved in an extracurricular activity. In the case of a late bus, line up on the curb.

PROCEDURES FOR BOARDING THE BUS: Please walk to your bus as soon as school is dismissed. Please sit in your assigned seat and

follow the transportation rules. Students cannot ride another bus unless they have a note from home. Note approvals must be brought to Student Services by the end of first period and it is recommended that notes be submitted to Student Services upon the student arriving to school. Students cannot travel in a car unless you are with your parents or you have prior administrative permission. If parents have a bus question, please call the Transportation Department at 237-4280. For copies of Board Policies and Procedures go to Mad River Local School District website, www.maddriverschools.org or contact Mad River Middle School at 237-4265 or the Student Services Office at 259-6603.

CLINIC PROCEDURES/STUDENT ILLNESS: If a student becomes ill during the school day the student is to obtain a pass from his/her teacher and go directly to the clinic. Students are not permitted to go to the clinic during Advisory period or the last 30 minutes of the school day. Students will not be admitted to the clinic without a pass from the classroom teacher. If a student is to be sent home, arrangements for transportation must be made through Student Services. A parent/guardian must be contacted by the office for permission before the student is released from school. Students are **not** to call home before reporting to the clinic (**do not use teachers' phones or cell phones**) in order to have their parents/guardian/s pick them up at school because of an apparent illness. Students must be signed out by their parent/guardian before they leave school.

Students need to sign the logbook in the clinic with the date and time of the call. Students will return to class once their call has been made unless directed otherwise by the school nurse or Student Services secretary. Mad River Middle School has the availability of the district nurse two days per week.

PROCEDURES FOR MEDICATION: It is the policy of the Mad River Local Schools that all students' medication be administered by a parent at home whenever possible. Under certain circumstances, medication may be administered at school. Ohio state law mandates that no medication either non-prescription or prescribed by a physician

for a student, be administered to the student unless the following occurs:

- 1 The school administrator receives a **completed Parent Request & Authorization to Administer Medication form signed by the prescribing physician and the parent** (a separate form for each medication).
- 2 The parent or guardian submits additional Medication Request forms in the event conditions or the prescription changes. (Physician must sign new form).
- 3 The school official authorized to administer the medication receives the medication in the **original container or bottle in which it is dispensed. (Student's name, prescriber, date, dosage and instructions, and the name of medication).**
- 4 **This policy is enforced for all over-the-counter medications**, including but not limited to: Tylenol, aspirin, cough syrups, cough drops, cold tablets, pain pills, eye drops, creams, etc.

If a student does not report to the office to take the medication at the proper time, the staff member responsible for administering the medication shall attempt to locate the student and administer the medication and to then notify the parents of the importance of the child reporting on time for his/her medication, if this occurs regularly.

A log of each prescribed medication shall be maintained that records the personnel giving the medication, the date, and the time each day.

USE OF STUDENT RECORDS: CONFIDENTIALITY: For the protection of the student, official school records shall not be made available to any person or organization without the prior written permission of the student's parent or legal guardian or from the student if he/she is over eighteen years of age.

In compliance with federal regulations, directory information consisting of a student's name, address, phone listing, date and place of birth, courses of study pursued, participation in recognized activities and sports, weight and height of members of athletic teams, dates of

attendance, date of graduation, years enrolled, degrees and awards received, and last school of attendance, may be released unless a student's parent(s) request otherwise.

The Family Educational Rights and Privacy Act (FERPA) is a Federal privacy law that gives parents certain rights with regard to their children's education records, such as the right to inspect and review your child's education records. To protect your child's privacy, the law generally requires schools to ask for written consent from you before disclosing personally identifiable information from your child's education records (student information) to others. However, FERPA does permit schools to disclose your student's information without your consent under limited circumstances (referred to as exceptions). For example, your child's information may be disclosed to another school in which your child is enrolling, or to local emergency responders in connection with a health or safety emergency.

The U.S. Department of Education has revised its regulations governing the implementation of FERPA by schools, districts, and States. These revisions change several of the exceptions to FERPA's consent rule.

The Revised FERPA – An Overview for Parents and Students (Policy 8330) can be found in its entirety at www.madriverschools.org.

BULLYING: Bullying is an intentional written, verbal or physical act that a student has exhibited toward another particular student more than once and the behavior causes both mental and physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. Permission, consent or assumption of risk by an individual subjected to hazing and/or bullying does not lessen the prohibition contained in this policy.

HAZING: Hazing means doing any act or coercing another, including the victim, to do any act of intimidation or harassment to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent

or assumption of risk by an individual subjected to hazing and/or bullying does not lessen the prohibition contained in this policy.

DRESS CODE: The Board of Education recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools. Each principal, in consultation with his/her staff, shall develop a dress code which complies with Board of Education Policy 5511.

With this in mind, we believe it is necessary to place guidelines on a student's hair style and his/her manner of dress if those present a hazard to the student's health and safety, cause an interference with the educational process or create classroom or school disruption. These guidelines are important not only to the individual student, but also to those with who she/he share school property.

The administration will determine proper application of the dress code. In making this determination, the administration may decide that certain types of clothing are not appropriate. Administration discretion will be exercised in working with individual situations as this may affect the educational environment.

Dress and grooming are factors in a positive educational environment. Habits of personal cleanliness and grooming will be practiced by staff and students. In order to establish and maintain this environment without disrupting the learning process, the following administrative guidelines have been developed:

- Clothing should be in good taste and sensible in size, length, and style.
- Shorts and skirts will be -at a minimum- at least fingertip length (when standing with shoulders relaxed, your shorts or skirt will come down to the tip of your fingers)
 - Any clothing that shows undergarments will be deemed to not be in good taste
 - Pants must be worn at the waist

- If there are holes in the jeans and skin is visible, the same rule applies to length requirements listed above.
- The following dress is not considered appropriate for school: strapless or sleeveless tops, spaghetti straps, tank tops, halter-tops, or clothing that bares the midriff.
- Pajamas, or clothing resembling pajamas, (in particular, pajama bottoms) are allowable on Fridays only.
- Students must wear shirts at all times.
- Clothing expressing reference to drugs, alcohol, tobacco, violence, etc., is not considered appropriate.
- Clothing displaying sexually explicit suggestions, illustrations, words or innuendos is not appropriate.
- Hats, sunglasses, or other head apparel are not permitted, unless approved by the administrator.
- Outdoor apparel (coats, vests and jackets) should be placed in the student's locker/cubby for the duration of the day. Students who consider the building to be cold should wear sweaters, sweatshirts, or an over shirt.
- Students must wear safe and appropriate footwear at all times. Household/bedroom slippers, hee-ies/wheelies, are not appropriate. In some grade levels, slip-on sandals, flip-flops, and similar shoes are not appropriate.
- Students must abide by the rules set forth in classes requiring special dress.

Students will not be permitted to go home to change. Attempts to secure appropriate clothing from home or borrow from the office will be made.

Students who violate the dress code will be referred to the Assistant Principal's office. 1st Referral Warning, 2nd Referral: Detention, 3rd & 4th Referral - AIM,

LOCKERS: Each student is assigned a locker in which to store books, coats, book bags, and school supplies. Students will receive this locker assignment from their Advisory teacher. **Each student is responsible for his/her locker by keeping it locked, clean, and**

orderly at all times. Students are not to share lockers. The school is not responsible for lost or stolen items.

SEARCH & SEIZURE: Search of a student and his/her possessions, including lockers, may be conducted at any time the student is under the jurisdiction of the Board of Education, if there is a reasonable suspicion that the student is in violation of school rules. A search may also be conducted to protect the safety of others.

LOST AND FOUND: The lost and found is located in the library. Lost clothing will be found in this area. Lost books and notebooks will be returned to Student Services. Lost clothing is only kept through the quarter – clothing not picked up is donated to local charities at the end of the quarter.

PROHIBITED ITEMS: Students are not to bring radios, recording devices, cameras, skateboards, bikes, chains, balloons, flowers, stuffed animals, face glitter, candy, food, drinks, snacks, facial paint, bandanas, laser pens, spray cologne, body spray etc. to school without receiving prior administrative approval. Such items will be confiscated and turned in to the Principal or Asst. Principal's office. Students that choose to ignore this policy may face disciplinary action from the administration. In addition, Mad River Middle School is not responsible for the loss or theft of the aforementioned items.

TELECOMMUNICATION DEVICES: A student shall not use telecommunication devices, including, but not limited to, cell phones, and/or other items, which may be considered telecommunication devices unless authorized by the school administration. **These items MUST be turned off during school hours. Students may not use their cell phones during the school day.** Cell Phone Consequences: 1st - Administrative Detention/parent must pick up phone. 2nd - Two Administrative Detentions/parent must pick up phone. 3rd - In-School Suspension/parent must pick up phone. 4th - Out of School Suspension/parent must pick up phone. In addition, the administration reserves the right to increase the discipline for inappropriate telecommunications. Board of Education Policy 5136.

CHEATING/ACADEMIC DISHONESTY: Presenting someone else's work as one's own in order to obtain a grade or credit is considered to be cheating. This includes, but is not limited to, copying others assignments, quiz or test answers, and plagiarism. Students who violate this policy will receive zero credit for assignments or work involved and may receive disciplinary action. Repeated offenses will result in disciplinary action.

BOOK/GYM BAG POLICY: Book bags or string bags are to be used for the transporting of books and school supplies to and from school. Students are to leave their bookbags in their locker after arriving to school. Bookbags are not to be taken to the classroom. Students need to plan their daily routine to allow for reasonable visits to their lockers.

HALL PASSES: Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass from an authorized staff member.

PUBLIC DISPLAY OF AFFECTION: Students who become overly amorous present an embarrassing appearance to those around them. School is definitely not the place for public display of affection. Students not able to set reasonable limits on their behavior will be creating a situation which will be embarrassing to them and others and will be subject to disciplinary action.

TARDINESS TO SCHOOL: Any student who arrives after the designated starting time of 8:30 A.M. must report to the Student Services Office to sign in and receive a tardy slip.

1. A tardy to school is excused if it's a result of:
 - important appointments
 - illness
 - unavoidable circumstances
 - emergency medical or dental attention

IMPORTANT: Parental verification by telephone or in writing is necessary.

2. A tardiness to school will be considered unexcused if the lateness in arriving is a result of:

- missing the school bus
- oversleeping
- car problems
- those situations that might be considered unavoidable by the person who is tardy,

Three unexcused tardies per quarter will be allowed. The fourth unexcused and subsequent tardies to school for the remainder of that quarter will result in disciplinary action. In addition, three unexcused tardies may be counted as one unexcused absence for court purposes only. Students need to be on time to school.

TARDINESS TO CLASS: Any student who has an unauthorized arrival to class after the designated start time will be counted as tardy to class. Three tardies per quarter will be allowed to each class. The fourth and subsequent tardies to a class for the remainder of that quarter will result in disciplinary action. Students must be on time to class.

ELEVATOR: Mad River Middle has an elevator which may be used by handicapped students or those who temporarily cannot climb stairs. If there is a need to use the elevator, a pass must be secured from Student Services. In order for a student to obtain an elevator pass, we should have a note.

LUNCH PRICES

Lunch.....	no charge
Milk a la Carte.....	50 cents

CLUBS/ORGANIZATIONS

Art Club.....	\$10.00
Chess / Game Club.....	\$10.00
Honor Club.....	\$10.00
Yearbook Club.....	\$10.00

TEXTBOOKS: Students are issued textbooks and are expected to take care of them. In cases where a book is defaced or lost, the

teacher shall post a charge to the student's debt list, which will cover the cost to replace the book at current market price.

ATTENDANCE

Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session or during the attendance sessions to which a student has been assigned.

Excusable Reasons for Absence

An absence from school may be approved for one (1) or more of the following reasons or conditions:

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

- A. personal illness (a written physician's statement verifying the illness may be required)
- B. appointment with a health care provider

Parents are to be encouraged to schedule medical, dental, legal, and other necessary appointments other than during the school day. Since this is not always possible, when a student is to be absent for part of the day:

- i. the student shall have a statement to that effect from his/her parents;
- ii. the student shall bring a signed statement from the doctor, dentist, lawyer, counselor, etc. to the effect that s/he reported promptly for the appointment;
- iii. the student shall report back to school immediately after his/her appointment if school is still in session.

- C. illness in the family necessitating the presence of the child
- D. quarantine of the home (limited to the length of the quarantine as fixed by the proper health officials)

- E. death in the family (limited to a period of three (3) days unless a reasonable cause may be shown for a longer absence)
- F. necessary work at home due to absence or incapacity of parent(s)/guardian(s)
- G. out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity (any classroom assignment missed due to the absence shall be completed by the student)
- H. such good cause as may be acceptable to the Superintendent
- I. medically necessary leave for a pregnant student in accordance with Policy 5751
- J. service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725 (grades 9-12 only)
- K. college visitation (not to exceed two (2) in number and The District requires verification of the date and time of the visitation by the college, university, or technical college, grades 9-12 only)
- L. 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
- M. absences due to a student being homeless

Attendance shall be taken at the beginning of every block/period in buildings with block/period-based scheduling. Absences from a class block/period shall be accounted for to the nearest full hour.

Student Vacations During the School Year

Students are permitted to go on vacation during the school year without penalty (except the week ending each semester). The purpose of this administrative guideline is to accommodate parents who must take their vacations during the school year and the desire to enjoy that time as a family.

Whenever a proposed absence-for-vacation is requested, parents must submit a note to the building administrator. The length of

absence should be made clear, and those involved should have an opportunity to express their views on the potential effects of the absence.

The District will only approve a student's absence for a vacation when s/he will be in the company of his/her own parent or other family relatives but not other students' parents, unless there are extenuating circumstances deemed appropriate by the principal.

If a student is absent for any other type of vacation, s/he will be considered inexcusably absent from school and subject to truancy regulations.

Religious Expression Days

The Principal will approve up to three (3) religious expression days per school year after receiving a written request from the student's parent or guardian. Religious expression days may be used to take holidays for reasons of faith or religious or spiritual belief system or participate in organized activities conducted under the auspices of a religious denomination, church, or other religious or spiritual organization. Students who are absent on approved religious expression days will not face any academic penalties and will be provided with academic accommodations with regard to examinations and other academic requirements that are missed.

To receive accommodations for religious expression days, parents or guardians must submit written requests to the Principal within fourteen (14) days after the start of the school year or fourteen (14) days after a student is enrolled in the District. The requests must specify the religious expression day(s) to be approved. The Principal will approve the days without inquiring into the sincerity of a student's religious or spiritual belief system. However, the Principal may verify the authenticity of a request by contacting the parent or guardian to confirm they signed it. The Principal may deny the request for religious expression days if the parent or guardian indicates that the signature is not authentic. Once the days have been approved, the Principal will ensure that each teacher schedules a time and date for alternative examinations or other academic requirements that conflict with the

student's absence. Students may participate in interscholastic athletics or other extracurricular activities on days in which the student is absent for religious expression.

Absences due to School Threat

Absences due to a school threat will be marked as unexcused unless it is determined that the threat is credible for the specific building involved.

Tardiness

- A. Students not in homeroom or in class when the late bell rings are considered tardy.
- B. All students who are tardy to school must report to the office to sign in.
- C. When a teacher detains a student after class, s/he shall issue a late pass for the student's next class.
- D. Teachers are to refer cases of chronic tardiness to the principal.

Absence Reporting

When a student is absent from school:

- Parents/legal guardians are responsible for reporting their child's absence and the reason(s) for the absence.
- Reporting should be done within the first two hours of the school day on the day the student is absent. Parents/legal guardians should call to report the absence and reason.
- If phone contact is not established, the parent/legal guardian should submit a written excuse to the attendance secretary upon the student's return to school. The written excuse must state the reason and the date(s) of the absence.
- If a student is absent due to a medical appointment/hospitalization a doctor's note should be provided to the attendance secretary upon the student's return to school.
- Written excuses may be requested in addition to phone contact, at the discretion of building administration.

- Absences will be determined as excused or unexcused based on building and district policy outlined above in ATTENDANCE.
- A doctor's note is required when a student is absent three or more consecutive days.
- A student may have up to ten (10) excused absences without a doctor's note, but with a phone call from a parent/guardian

Habitual Truancy

A student will be considered habitually truant if the student is of compulsory school age and absent without a legitimate excuse for thirty (30) or more consecutive hours, for forty-two (42) or more hours in one (1) school month, or for seventy-two (72) or more hours in one (1) school year.

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

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

Absence Work Make-Up Opportunities

- A. Students will be given the opportunity for making up work missed due to approved absences. The length of time for completion of make-up work shall be commensurate with the length of the absence.
- B. Students will be given the opportunity to make-up work missed due to suspension. The make-up work must be completed and presented to the teacher upon his/her return to school. Tests missed during the period of suspension may be made up by the students by contacting the teacher on the day of his/her return to school. The teacher, at his/her convenience, may administer the test or assign alternate written work in lieu of the test missed.
- C. A student wishing to make-up work should contact his/her teacher(s) to obtain assignments.

REQUEST FOR EARLY RELEASE DUE TO TRANSFER:

Parents or legal guardians who are requesting early release of their children due to transfer should complete a Request for Early Release Due to Transfer Form. Approval of this request by the principal would permit the student(s) to complete the requirements of his/her studies prior to the end of school.

CHANGE OF ADDRESS AND/OR TELEPHONE:

If at any time during the school year a change occurs in a student's/parent's home or business address or telephone number, please advise the school immediately. You must provide a copy of your lease in order to change your address. Up-to-date records are essential in handling emergencies.

COLLEGE CREDIT PLUS PROGRAM (CCP):

This program is available to students who wish to take college/university level courses while enrolled in seventh, eighth, ninth, tenth, eleventh, or twelfth grades in Mad River Local Schools and achieve a "remediation free" status on an assessment established under R.C. 3345.061(F) or meet criteria under the law. Additionally, the student must meet the standards for admission, enrollment, and course placement of the institutions of higher education ("IHE") and relevant academic programs. For further information, please see building counselor and/or CCP Coordinator.

DETENTION: Detention is a widely used method of correcting some negative actions or enforcing some specific regulation. A few points to remember about detention are as follows:

1. Parents and students are to be given 24 hours notice of a detention (the teacher assigning the detention notice).
2. Detention can be assigned either before school, during lunch, or after school.
3. Detention will be served with the teacher who assigned the detention.

ADMINISTRATOR DETENTION

3:30-4:30

1. Administrative Detention for Middle School students is from 3:30 P.M.-4:30 P.M. at Mad River Middle School. Parents, please make arrangements to pick up your child at 4:25 P.M.
 2. Students must come prepared to study. Students unprepared will not be admitted and will be referred to the administration.
 3. No talking or movement from your seat is permitted without permission from the staff supervisor.
 4. No food or drink is allowed to be brought in by the student.
 5. Sleeping or putting your head down is not permitted.
 6. If there is any violation, the student will be dismissed immediately, and a report will be submitted to the administration for further disciplinary action, which could include suspension from school.
 7. Students who fail to attend Administrative Detention without an excused approval by the administration will be referred to the administration for further disciplinary action, which could include suspension from school.
 8. In case of illness or an emergency, the parent must call the school day between 8:00 A.M.-9:00 A.M. on the day of the assigned Administrative Detention. Contact the Assistant Principal or the Principal at 237-4265.
 9. Transportation will be the responsibility of the parent.
 10. Student Code of Conduct will be in effect, i.e., possession of tobacco, radios and tape recorders, dress code, etc.
 11. If it becomes necessary for Administrative Detention to be cancelled due to inclement weather, students and parents should listen to WDTN or WHIO.
- The student is responsible for taking the notice home to the parent.
 - Students will come directly to the office upon entering the building.
 - Students will NOT be permitted to leave the AIM room for any reason.
 - All school rules and dress codes will be in effect.
 - Students must serve a full day from 8:30-3:30. Failure to do so may result in another day of AIM being assigned.
 - Phones and other electronic devices must be turned in to Administration at the beginning of the day. Students can pick them back up at the end of the day.
 - Restroom breaks are provided periodically.
 - Students must complete any assignments given by AIM teacher/supervisor.
 - Talking or interfacing with other students, movement from one's seat, sleeping, lounging, and eating or drinking at any time other than lunch is not allowed.
 - If there is any violation of these guidelines, the student will be dismissed and parents will be contacted immediately.
 - A student who is dismissed from AIM will receive an out of school suspension.
 - In case of illness, a parent or legal guardian must contact the student's assistant principal at 237-4265 between 7:45 and 8:45 on the day that AIM is to be missed.

AIM-ALTERNATIVE INTERVENTION MONITORING: The Alternative Intervention Monitoring Program is established as a consequence for students failing to follow the Student Code of Conduct and may be used as an alternative to be assigned out of school suspension. The following guidelines have been established and must be adhered to. Failure to adhere to these rules will result in an out of school suspension.

SUSPENSION FROM SCHOOL

The school may impose a suspension from school for a duration of 1-10 days. The school may also prohibit a student from participating in any or all co-curricular and extra-curricular activities in accordance with the Code of Conduct/Student Discipline Code.

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

GUIDANCE SERVICES: Guidance Services and counseling are available for every student in the school. The service includes

assistance in planning courses, explaining test scores, providing information about jobs, careers, and proper study habits, helping with home, school, or social problems, or answering any questions a student would like to discuss. There are two counselors/therapists at Mad River Middle that will provide services for all 7th and 8th grade students.

If you would like to see a counselor/therapist, you may obtain an appointment request slip from the counselor/therapist before school, during lunch, or after school. If the need arises to see a counselor/therapist during class time, you must obtain a pass from your classroom teacher to visit the guidance office; otherwise, no one should be in the office without an appointment slip or a hall pass. The counselor/therapist cannot give out passes between classes except in emergencies. At the time of your appointment, you should ask your teacher's permission to leave class. The Guidance Office is adjoining the Student Services area. The Guidance Department is here to serve the students of Mad River Middle School. If you make use of this service, we're sure you'll find the results very satisfying and helpful. The counselor/ therapist look forward to meeting and knowing you.

GRADING SYSTEM: Our school year consists of four quarters. Each quarter is approximately nine weeks in length, and students receive grades in their subjects at the end of each quarter. Grades are influenced by the following factors:

1. tests and quizzes
2. homework
3. reports
4. projects
5. labs
6. demonstrations
7. participation
 - a. attendance
 - b. punctuality
 - c. class participation

Students receive letter grades (A,B,C,D,F) on their report cards, and these letter grades are determined through the use of percentages.

THE GRADING SCALE IS AS FOLLOWS:

A	93-100	= 4.0	C	73-76	= 2.0
A-	90- 92	= 3.67	C-	70-72	= 1.67
B+	87- 89	= 3.33	D+	67-69	= 1.33
B	83- 86	= 3.0	D	63-66	= 1.0
B-	80- 82	= 2.67	D-	60-62	= 0.67
C+	77- 79	= 2.33	F	0-59	= 0.0

Report cards are sent home with students 7-10 days after the quarter has ended. **School debts must be paid before final report cards are mailed home.** Progress reports are sent home with students mid-way through each respective quarter. It is the responsibility of the student to bring their report card and progress report home.

PROGRESS BOOK WEBSITE: Students and parents may access the Mad River Middle School Website at www.madrivermiddle.org. Click on Mad River Middle School. Click on Progress Book and then enter your user name and password.

HARASSMENT, INTIMIDATION, OR BULLYING: Harassment, intimidation, or bullying behavior by any student in the Mad River Local School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation or bullying", in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students including violence within a dating relationship, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

- A. Causing mental or physical harm to the other students including placing an individual in reasonable fear of physical harm and/or damaging of students' personal property; and,

B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

EQUAL EDUCATION OPPORTUNITY: The District provides an equal educational opportunity for all students.

Any person who believes that s/he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the School District Compliance Officer(s):

Student Services Supervisor 937-259-6603

Complaints will be investigated in accordance with the procedures described in Board Policy 2260, 2260B and 2260.01B. Any student making a complaint or participating in a school investigation will be protected from retaliation. The Compliance Officer(s) can provide additional information concerning equal access to education opportunity.

STUDENTS WITH DISABILITIES: The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act (Section 504) prohibit discrimination against persons with a disability in any program receiving Federal financial assistance. This protection applies not just to students, but to all individuals who have access the District's programs and facilities.

The laws define a person with a disability as anyone who:

- a. Has a mental or physical impairment that substantially limits one or more major life activities;
- b. Has a record of such an impairment; or
- c. Is regarded as having such an impairment.

The District has specific responsibilities under these two laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodation.

Additionally, in accordance with State and Federal mandates, the

District seeks out, assesses and appropriately services students with disabilities. Staff members use a comprehensive child study process to systematically screen, assess and, if appropriate, place students in special education and related services. Students are entitled to a free appropriate public education in the "least restrictive environment."

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEIA), ADA Section 504) and State law. Contact Mad River Middle School, 237-4265, to inquire about evaluation procedures, programs, and services.

HOMELESS STUDENTS: Homeless students will be provided with a free and appropriate public education in the same manner as other students served by the District. Homeless students are eligible to receive transportation services, participate in education programs for students with disabilities or limited English proficiency, participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information contact Student Services at Central Office for Homeless Students at 937-259-6603.

STUDENT CODE OF CONDUCT

We believe that students learn best in an atmosphere of mutual acceptance and trust. The best discipline is self-acquired and not imposed. Freedom and self-direction are achieved gradually and as students learn to substitute self-imposed controls of behavior for adult-imposed controls. Our ultimate goal is to help students see that rules and regulations are necessary and, when applied, shall be reasonable and appropriate to the nature of the behavior and in accordance with the holdings of Ohio courts of law.

STUDENT DISCIPLINE

The Student Code of Conduct, adopted by the Board of Education as required by Ohio Law, sets forth a student discipline code, which outlines the conduct for which a student may be removed from a curricular or extra-curricular activity, be suspended, or expelled from school.

EQUAL OPPORTUNITY

In maintaining the student's right to equal educational opportunity, it is reasonable and necessary to maintain order in our schools. A student may forfeit his/her right to educational opportunities when his/her conduct is such that it disrupts the educational process, deprives others their basic rights, or violates rules as stated in the Student Code of Conduct.

BEHAVIOR EXPECTATIONS

Students are expected to abide by the rules as stated in the Student Code of Conduct and/or Rules and Regulations adopted by the Board of Education.

ZERO TOLERANCE

Students are expected to conduct themselves in a way that exhibits respect and consideration for the rights of others. Students of the District must conform to school regulations and accept directions from authorized school personnel. The Board has "zero tolerance" of violent, disruptive, harassing, intimidating, bullying, or any other inappropriate behavior by its students. A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events is subject to approved student discipline regulations. Students are also subject to discipline, as outlined in the Student Code of Conduct for misbehavior that occurs off school property when the misbehavior endangers the health and safety of students within the District or adversely affects the education process. The Superintendent/designee develops regulations which establish strategies ranging from prevention to intervention to address student misbehavior, and provides continuing instruction in dating violence prevention in health education courses in grades 9 through 12. Students and parents receive, at the beginning of each school year or upon enrolling in the District schools during the year, written information on the rules and regulations to which they are subject while in school or participating in any school-related activity or event. The information includes the types of conduct which are subject to suspension or expulsion from school or other forms of disciplinary action. The Board directs the

administration to make all students aware of the Student Code of Conduct and the fact that any violations of the Student Code of Conduct are punishable. The rules also apply to any form of student misconduct directed at a District official or employee or the property of a District official or employee, regardless of where the misconduct occurs. If a student violates this policy or the Student Code of Conduct, school personnel, students or parents should report the student to the appropriate principal. The administration cooperates in any prosecution pursuant to the criminal laws of the state of Ohio and local ordinances. A student may be expelled for up to one year if he/she commits an act that

inflicts serious physical harm to persons or property if it was committed at school, on other school property or at a school activity, event, or program. The Superintendent is authorized to expel a student from school for a period not to exceed one year for making a bomb threat to a school building, or to any premises at which a school activity is occurring at the time of the threat. Any expulsion under this provision extends, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place. Matters which might lead to a reduction of the expulsion period include the student's mental and/or physical characteristics or conditions, the age of the student and its relevance to the punishment, the prior disciplinary history of the student and/or the intent of the perpetrator. The Student Code of Conduct is made available to students and parents and is posted in a central location within each building.

LEGAL REFS.: Gun-Free Schools Act; 20 USC 8921 The Elementary and Secondary Education Act; 20 USC 1221 et seq. Children's Internet Protection Act; 47 USC 254(h)(5)(b)(iii); (P.L. 106-554, HR 4577, 2000, 114 Stat 2763)

ORC 3313.20; 3313.534; 3313.66; 3313.661; 3313.662

DUE PROCESS

Procedural requirements of Section 3313.66 of Ohio Law will be implemented in conjunction with an emergency removal (over 24 hours), suspension, or expulsion from school. The administrator shall:

- A. Give the student written notice of the intention to suspend and the reason(s) for the intended suspension.

- B. Provide the student an opportunity to appear at an informal hearing before the principal, assistant principal, superintendent, or superintendent's designee, or other administrator and challenge the reasons for the intended suspension or otherwise explain his/her actions.
- C. Notify the parent, in writing, within one school day after the suspension (immediate parent notification by phone, when possible).
- D. Provide the student, parent or guardian, the right to appeal to the Board of Education's designee and be represented.

ADMINISTRATION OF STUDENT DISCIPLINARY CODE

Building principals, assistant principals, and other administrators shall administer the student disciplinary code and shall use their professional judgment in determining the most appropriate disciplinary action to be taken in each individual case, which may result in verbal or written warning or reprimand, referral to guidance counselor, parental contact or conference, detention, Administrator Detention, emergency removal, referral to law enforcement agencies, suspension or expulsion.

In determining the appropriate disciplinary action, it is necessary to classify the behavior of students according to the severity of the violation.

SCOPE OF JURISDICTION

While under the jurisdiction of the school, or on school property, or in a school vehicle, or off school grounds immediately before or after school, or on the way to or from school, or at any school sponsored activity on or off school grounds, a violation on the part of a student of any one or more of the following rules of conduct shall result in disciplinary action including, but not limited to, denial of participation in an extracurricular activity, counseling, parent conference, detention, Administrator Detention, emergency removal, removal from a school vehicle, suspension from school and expulsion from school. This includes misconduct by a student, regardless of where it occurs, that is directed at a school official or employee, whether directed toward their person or property.

CATEGORY A-1

Students behaving in a manner as described in Category A-1 will be suspended from school for ten school days and will be recommended to the Superintendent of Schools to be expelled from school for up to one calendar year.

FIREARMS: A student shall not bring a firearm to school or onto any other property owned or controlled by the board, or to any interscholastic competition, extracurricular event, or any other school program or activity even if not located in a school or on property owned or controlled by the board. Further, a student shall not possess, transmit, used on conceal a firearm while at school, while at a school sponsored activity, or while on any other property owned or controlled by the board. "firearm" means: any weapon (including a starter gun" which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any destructive device (see 18 U.S.C.A. sections 921-924). "Destructive Device means: any explosive, incendiary, or poisonous gas; bomb; grenade, rocket having a propellant charge of more than four ounces; missile having an explosive or incendiary charge of more than one-quarter ounce; mine or device similar to any of such devices. A student committing this violation will be expelled for a period of up to one calendar year. The superintendent of schools may consider reducing the expulsion period on a case-by-case basis for the following reason(s):

- A. The student has not had a record of reoccurring discipline problems.
- B. There are mitigating circumstances surrounding the offense that may indicate expulsion for one calendar year to be an inappropriate measure.
- C. The students age and grade level indicate expulsion for one calendar year to be an inappropriate measure.
- D. A reason(s) not listed in one, two, or three but which the Superintendent of Schools, in his/her sole discretion, believes warrants a reduction of the expulsion period.

KNIVES: A student shall not bring a knife to school on onto any other property owned or controlled by the board, or to any interscholastic competition, extracurricular event, or any other school program or activity even if not located in a school or on property owned or controlled by the board. Further, a student shall not possess, transmit, use or conceal any type of knife while at school, while at a school sponsored activity, or while on any other property owned or controlled by the board. A knife includes, but is not limited to any instrument having a sharp blade and a handle. A student committing this violation may be expelled for a period of up to one calendar year.

The Superintendent of Schools may consider reducing the expulsion period on a case-by-case basis in accordance with the reasons set forth in Category A-1: Firearms.

SERIOUS PHYSICAL/PROPERTY HARM: A student may be expelled from school for a period not to exceed one year for committing an act that is criminal offense when committed by an adult and that results in serious physical harm to person or property as defined in state law. The superintendent of schools may consider reducing the expulsion period on a case-by-case basis in accordance with the reasons in category A-1: firearms.

CATEGORY A

Students behaving in a manner as described in Category A will be suspended from school for ten (10) days, and a letter recommending expulsion may be sent to the Superintendent of Schools. The school may refer these cases to the proper legal authorities.

ARSON: A student shall not burn or attempt to burn any part of any building or property owned or leased by the Board of Education, nor shall a student set or attempt to set an unauthorized fire.

ASSAULT: A student shall not behave in such a way as to cause or attempt to cause or threaten to cause physical injury to any person, or shall any student encourage another person to commit the offense of assault.

COUNTERFEIT CONTROLLED SUBSTANCES AND/OR RELATED

TOOLS: A student shall not possess, use, transmit, conceal, and/or sell counterfeit controlled substances and/or related tools as defined in Amended House Bill 535.

DANGEROUS WEAPONS OR OBJECTS: A student shall not bring a dangerous weapon/object to school, to a school-sponsored activity, or onto any other property owned or controlled by the Board. Further, a student shall not possess, transmit, use or conceal any kind of dangerous weapon or object while at school, while at a school sponsored activity, or while on any property owned or controlled by the Board. "Dangerous Weapon or Object" includes, but not limited to: a chain, club, metal knuckles, explosives, noxious irritation or poisonous gases, poison or firearms (not within the definition in Category A-1: Firearms) and any other items that could be considered a dangerous weapon, or object capable of inflicting bodily injury.

FALSE ALARMS: A student shall not initiate an alarm for fire, an impending bomb explosion, or other catastrophe without just cause.

FIREWORKS AND EXPLOSIVES: A student shall not possess, transmit, sell, conceal, use, or detonate any fireworks and explosives, or other such devices capable of inflicting bodily injury.

NARCOTICS, MARIJUANA, DRUGS, ALCOHOLIC BEVERAGES, MOOD ALTERING SUBSTANCES, AND DRUG PARAPHERNALIA:

A student shall not possess, use, transmit, sell, conceal, or be under the influence of narcotics, marijuana, drugs (including non-prescription), alcoholic beverage, and/or mood altering substances of any kind, nor shall a student have the odor of alcohol on or about their person. A student shall not possess, use transmit, sell, and/or conceal drug paraphernalia.

"At the administrator's request, students who are disciplined for being under the influence of narcotics, marijuana, drugs (including prescription and nonprescription drugs), alcoholic beverages, and/or mood altering substances of any kind of based on reasonable suspicion and/or a preponderance of evidence, may be asked to take a drug test administered by a health provider to prove a negative result within 24 hours of the offense."

UNAUTHORIZED ENTRY: A student shall not enter a school building or other Board owned facility or vehicle that has been locked and/or otherwise secured from student and public use without administrative or staff approval.

CATEGORY B

Students behaving in a manner as described in Category B may be suspended from school for one (1) to ten (10) school days. Serious and/or further violations may result in a letter sent to the Superintendent of Schools recommending expulsion.

BULLYING/CYBER BULLYING/VIOLENCE WITHIN A DATING

RELATIONSHIP: A student shall not plan, encourage or engage in any bullying of another student or person. This may include, but not be limited to, physical, mental, intimidations, verbal, electronic and/or written threats, violence within a dating relationship, telecommunication devices and/or cyber communications. Bullying may result in the person(s) being liable for civil or criminal penalties in accordance with Ohio Law.

DEFIANCE: A student shall not refuse or otherwise fail to follow directions given by school personnel, nor shall the student refuse to identify himself/herself when asked.

DESTRUCTION OF PROPERTY: A student shall not cause or attempt to cause damage to school or private property.

DISRESPECT: A student shall not show intent or engage in any willful act that tends to haze.

DISRUPTION OF SCHOOL: A student shall not cause or attempt to cause a disruption or obstruction of any curricular, extra-curricular activity, or the normal operation of school.

EXTORTION: A student shall not gain or attempt to gain any money or thing of value from any person unless both parties enter into the agreement freely and without the presence of an implied or expressed threat.

FIGHTING: A student shall not fight. Fighting is defined as the willful act of hostile bodily contact among two or more persons.

HARASSMENT: A student shall not plan, encourage or engage in any harassment of another student or person. This may include, but not be limited to, physical, mental, verbal and/or written threats, intimidations and/or sexual harassment.

HAZING: A student shall not plan, encourage, or engage in any hazing of another student or students. Student organizations are not permitted to haze members of their organization. Hazing may result in the person(s) being liable for civil or criminal penalties in accordance with Ohio Law.

LOOKALIKE WEAPONS: A student shall not possess, transmit, use, or conceal a lookalike weapon including, but not limited to, a knife, gun, or device that could be considered a look alike weapon.

RECORDS: A student shall not alter, destroy, or falsify any school record, form, or other school data. A student shall not remove any school record from its official place of deposit.

SEARCH: No student shall refuse, impede, hinder, obstruct, or otherwise interfere with a search.

SMOKING, USE, POSSESSION OF TOBACCO OR NON-TOBACCO MATERIALS, VAPING MATERIALS, OR OTHER ELECTRONIC TOBACCO DEVICES: A student shall not smoke, use, or possess

tobacco, clove cigarettes or other non-tobacco materials that may be used for smoking.

STEALING: A student shall not take or acquire the property of others without the consent of the owner.

CATEGORY C

Students behaving in a manner as described in Category C may be suspended from school one (1) to ten (10) school days. Repeated violations may result in a letter sent to the Superintendent of Schools recommending expulsion.

CHEATING/ACADEMIC DISHONESTY: Presenting someone else's work as one's own in order to obtain a grade or credit is considered to be cheating. This includes, but is not limited to, copying others' assignments, quiz or test answers, and plagiarism. Students who violate this policy will receive zero credit for assignments or work involved. Repeated offenses will result in disciplinary action.

CLASS CUTTING: A student shall not cut any educational assignment (class, study hall, ROC, homeroom, library, field trip, etc.).

DISRUPTING CLASS: A student shall not behave in any unreasonable manner that prevents the teacher from teaching or prevents other students from meeting the class objectives.

FAILURE TO ATTEND SCHOOL: A student shall comply with the compulsory attendance laws.

FAILURE TO SERVE ALTERNATIVE SCHOOL SESSION(S): A student shall not fail to serve an alternative school session(s) assigned by the school administrator, including but not limited to after school session(s) and/or Administrator Detention(s).

FAILURE TO SERVE DETENTION: A student shall not fail to serve detention as assigned by a teacher and/or administrator.

GAMBLING: A student shall not gamble.

LEAVING SCHOOL GROUNDS WITHOUT AUTHORIZATION:

Students behaving in a manner as described in Category B may be suspended from school for one (1) to ten (10) school days. Serious and/or further violations may result in a letter sent to the Superintendent of Schools recommending expulsion.

RESTRICTED AREA: A student shall not enter a closed or restricted area without administrative or staff approval.

RULES/REGULATIONS OF STUDENT HANDBOOK; POSTED

SCHOOL STANDARDS: A student shall follow the written rules and regulations in the school student handbook and shall follow the posted standards of each class, department, and school building.

PROFANITY/OBSCENITY: A student shall not use profane or obscene language or gestures.

TARDINESS TO CLASS: Any time that a student comes to class late, the student is considered tardy unless accompanied by an excused pass.

TARDINESS TO SCHOOL: Any student who arrives to school after the designated starting time must report to Student Services to sign in and receive a tardy slip. The policy on tardiness permits a student to be considered excused if the lateness in arriving is a result of an important appointment, illness, or emergency provided the school receives parental verification by telephone or in writing.

TELECOMMUNICATION DEVICES: A student shall not transmit or use telecommunication devices, including, but not limited to, beepers, cell phones, and/or other items, which may be considered telecommunication devices unless authorized by the school administration. Any telecommunication device must be kept in a locker or designated area as determined by school administration.

TRUANCY: A student shall not be absent from school without the knowledge of his/her parents or school officials.

CATEGORY D

AIDING/ABETTING: A student shall not in any way aid or abet another student in violating the Student Code of Conduct. A student behaving in this matter will be disciplined according to the consequences given for the rule being violated by the other student.

GANGS/GANG-RELATED ACTIVITY: A student shall not participate in any gang or gang-related activity on or near school property or at school-sponsored activities, or on the way to or from school or school sponsored activities.

A “gang” is defined as a formal or informal organization, association, or group, consisting of two or more persons, and to which all the following apply:

1. It has a name and/or one or more signs, gestures, symbols, colors, mode of dress, or other method by which it or its members are identified.
2. It has member(s), whether acting individually or collectively, who engage in or who have engaged in a pattern of gang activity.
3. It has, as one of its activities, the commission of acts, which violate any provision(s) of the Mad River Schools Student Code of Conduct and/or State or Federal Law.

A “gang-related activity” includes the following:

1. Engaging in, or otherwise participating in, supporting, or promoting, any threatening, intimidating, violent, or illegal act.
2. Soliciting any student, employee, or visitor of Mad River Schools for membership in a gang.
3. Wearing, carrying, drawing or displaying any sign, symbol, color, mode of dress or other item, which symbolizes gang identity or membership. Such conduct includes drawing or displaying gang symbols on any surface.

4. Engaging in conduct, whether verbal or nonverbal (such as gestures, hand signals, and hand shakes), which symbolizes gang identity or membership.
5. Distributing or copying any gang related material.
6. Engaging in, or otherwise participating in, or supporting or promoting, any activity that interferes with the school attendance or participation of another student.
7. Engaging in, or otherwise participating, supporting, or promoting, the commission of an act which violates any provision of the Mad River Schools Student Code of Conduct and/or State or Federal Law.

REPEATED VIOLATION OF SCHOOL RULES: A student shall not repeatedly violate school rules as outlined in the Student Code of Conduct. A student who repeatedly violates school rules may be recommended to the Superintendent of Schools for expulsion from school.

SCHOOL PROPERTY: School officials retain control of school property such as desks and lockers even though assigned to students. Therefore, such school property is subject to inspection and search at any time.

CATEGORY E

TRANSPORTATION OF STUDENTS: A student violating the Student Code of Conduct and/or the Student Transportations Safety Standards may be suspended from bus riding privileges by the principal, assistant principal, or other administrative personnel for one (1) to ten (10) school days.

Serious and/or repeated violations may result in a recommendation to the Superintendent of Schools for further disciplinary action. The Superintendent of Schools may suspend a student's bus riding privileges for an equivalency of up to two semesters.

Before suspending a student from bus privileges, the administrator shall:

1. Give the student written notice of the intention to suspend and the reasons for the intended suspension.
2. Provide the student an opportunity to appear before the superintendent, principal, assistant principal, or other administrative personnel in order to challenge the reasons or otherwise explain his/her actions.

If a suspension is imposed, the student shall also be given written notice of the reasons and the duration of the suspension. A copy of the notice of suspension should be sent to the parent (or guardian) within one school day after the suspension is imposed.

The student, parent, or guardian will be provided the opportunity to request an appeal, which will be heard, by the superintendent or superintendent's designee. The decision of the superintendent or superintendent's designee is final.

STUDENT TRANSPORTATION SAFETY STANDARDS

The school bus driver is responsible for students being transported to and from school. The driver has the authority and responsibility for the orderly conduct of students.

- A. A student shall obey the driver promptly and respectfully at all times.
- B. A student shall board and leave his/her assigned bus at a location closest to his/her home unless school personnel have given authorization to do otherwise.
- C. A student shall be at his/her bus loading area approximately five minutes before the scheduled pick up time.
- D. A student shall wait at a pick up location clear of traffic.
- E. A student is expected to line up quietly and respect the property of others while waiting for the bus.
- F. A student is expected to board the bus in an orderly fashion and walk directly to an available or assigned seat.
- G. A student shall sit three (3) in a seat whenever necessary.
- H. A student shall not save seats for other students.
- I. A student shall remain seated and shall keep aisles and exits clear.

- J. A student shall keep noise at a minimum. Quiet conversation is permitted.
- K. A student shall be silent at all railroad crossings.
- L. A student shall not throw or pass objects on, from, and/or into the bus.
- M. Only those objects that can be held at his/her seat may be carried onto the bus by a student. Animals are not permitted on the bus.
- N. A student shall not put any part of his/her body out of the bus windows.
- O. A student shall not open the emergency door or the front door without driver permission.
- P. A student shall refrain from eating and drinking on the bus except as required for medical reasons.
- Q. A student is required, when exiting the bus, to remain in his/her assigned place of safety until the bus leaves the bus stop.
- R. A student shall not behave in any manner that tends to impair the ability of the driver to safely operate the bus and/or interferes with the welfare of the other passengers.
- S. A student shall not use a cell phone/pager on the bus, except during school field trips or extra-curricular activities at the discretion of the teacher or adult supervisor.

Category F

EXTRA-CURRICULAR STANDARDS

SCHOOL ACTIVITIES: A student shall comply with the rules and regulations of said club, organization, department, team, and school.

INTRODUCTION

All students of Mad River Local Schools are encouraged to participate in school activities. Participation fosters student growth related to the development of important life-long skills, habits and practices. Through involvement in school activities, students learn the true meaning of responsibility, competition, accountability, and teamwork. Further, students are exposed to valuable lessons related to socialization, goal setting, time management, and leadership. Those who choose to participate will undoubtedly receive a more balanced

comprehensive and enjoyable education than those who choose not to become involved in school activities.

EXPECTATIONS

Students participating in athletic/extra-curricular activities are expected to:

- A. Abide by the Student Code of Conduct and other specific and related activity rules. Category A violations shall result in a denial of participation from the activity.
- B. Always represent yourself in a manner that is becoming to Mad River Local Schools.
- C. Be at every scheduled activity or practice and be on time.
- D. Anticipate schedule conflicts in advance and initiate necessary communications directly to advisors/coaches in a timely fashion.
- E. Refrain from using profanity and/or degrading actions/comments.
- F. Maintain a neat and appropriate appearance.
- G. Take care of equipment and assist in the setting up and taking down of activity equipment.
- H. Pay the associated fees prior to the first scheduled contest.

Co-Curricular/Extra-Curricular Fees

Students who have not paid their co-curricular or extra-curricular activity fees in full by the end of the second week of the activity season will be temporarily removed from participation until all fees are paid in full.

At the discretion of the Activity or Athletic Director, payment plans may be made available for students requiring additional time to fulfill their financial obligations. Students approved for a payment plan must complete all payments by the end of the activity season.

Failure to pay fees in full by the conclusion of the season will result in the following consequences:

- The student will be ineligible to receive any end-of-season awards.
The student will be prohibited from participating in any future co-curricular or extra-curricular fee-based activities until the outstanding balance is paid in full.

- The student will be prohibited from participating in any future co-curricular or extra-curricular fee-based activities until the outstanding balance is paid in full.

These expectations are in effect during the official beginning and ending date of the activity. If a participant is prohibited from participation, the period of nonparticipation may be for a specific period of time and/or for the duration of the activity.

SCHOLARSHIP STANDARDS FOR GRADES 7-12

The Mad River Local Schools promote academic excellence and extracurricular involvement on the part of all students. In keeping with this position, the following scholarship standards are established for students participating in extracurricular activities:

1. Student Senate/Council and Class Officers

In order to be a candidate and to maintain the status as a participant, the student shall:

- a. Have at least a 2.0 quarter grade average (grades 7-8) in the preceding quarter.
- b. Have at least a 2.0 half-term grade average (grades 9-12) in the preceding term half term.
- c. Not have exhibited behavior that resulted in suspension from school during the current school year.
- d. Not have been truant from school during the current school year.

2. All other extra-curricular activities:

a. GRADES 7-8

A student, in the preceding quarter, must have at least a 1.7-quarter grade point average and have received passing grades in 5 classes to participate in extracurricular activities.

b. GRADES 9-12

A student in the preceding half-term must have at least a 1.7 quarter/half-term grade point average and have received passing grades in a minimum of three half-term courses to participate in extracurricular activities.

All students must pass a minimum of three courses during the half-term immediately preceding extra-curricular participation to be declared eligible.

3. Probationary Status

A student who does not meet the 1.7 quarter/half-term grade point average may petition to be placed on probation for the current quarter/half-term. If probation is granted, 9-12 grade students must attend study table two days per week.

4. Quarter/half-term grade averages shall be rounded to the nearest tenth.

5. Athletes must meet the eligibility standards of the Ohio High School Athletic Association.

6. A failing grade shall not determine eligibility for participation as long as the student meets all other scholarship standards.

STUDENT CODE OF CONDUCT FOR EXTRA- CURRICULAR ACTIVITIES

While under the jurisdiction of the school, students are expected to abide by the Student Code of Conduct and the rules and regulations adopted by the Mad River Board of Education. Furthermore, each extracurricular activity may have specific guidelines and rules with which its participants must comply and abide by. In order to be a candidate and/or maintain participant status, students should familiarize themselves with all guidelines associated with student activities and are advised that failure to abide by the guidelines may affect their status as a participant, spectator, or student.

EXTRA-CURRICULAR ACTIVITY DUE PROCESS PROCEDURES

1. The Superintendent, a principal, assistant principal, athletic director, and other administrative personnel may prohibit participation of a student from any particular extracurricular activity, or from all extracurricular activities, of the district (or one school of the district), due to the student's violation of: the Student Code of Conduct; the Extracurricular Standards set forth above; training rules; and/or the guidelines and rules of the particular activity involved.

Please review Board Policy; there are no appeals if dismissed from a team.

Training Rules-Interscholastic Athletics

If at any time, a participant violates one or more of the following rules during the period of athletic participation, the athlete shall be prohibited from further athletic participation:

NARCOTICS, MARIJUANA, DRUGS, ALCOHOLIC BEVERAGES, MOOD ALTERING SUBSTANCES, AND DRUG PARAPHERNALIA:

A student shall not possess, use, transmit, sell, conceal, or be under the influence of narcotics, Marijuana, drugs (including prescription and non-prescription drugs), alcoholic beverages, and/or mood altering substances of any kind, nor shall a student have the odor of alcohol on or about their person. A student shall not possess, use, transmit, sell, and/or conceal drug paraphernalia.

SMOKING, USE, POSSESSION OF TOBACCO OR NON-TOBACCO

MATERIALS: A student shall not smoke, use, or possess tobacco, e/vapor cigarettes, clove cigarettes or other non-tobacco materials that may be used for smoking.

OUT-OF-SCHOOL SUSPENSION: If a participant violates one or more of the following rules, the athlete may be prohibited from participating in athletics:

- A. Unexcused absence from team activities.
- B. Verbal and/or physical abuse to members of the athletic staff or members of the team.
- C. Theft and/or willful destruction of school or personal property.
- D. Violation of established and posted curfew.
- E. Behavior detrimental to the image of interscholastic athletics in the Mad River Local Schools.

The above rules are in effect twenty-four hours a day and seven days a week during the official beginning and ending date of that activity. The prohibition from athletic participation will be for a period not to exceed the ending date of that activity.

SPORTS/INTRAMURALS/CHEERLEADING: Mad River Middle School offers a fall, winter, and spring inter-scholastic program for 7th and 8th grade students.

INTERSCHOLASTIC ATHLETICS: Mad River offers the following sports: baseball, basketball, cheerleading, football, softball, track, volleyball and wrestling. The Mad River Local Board of Education has adopted the following fees for sports and activities: \$50 for each sport unless the student qualifies for free or reduced lunch – then the fee is \$35. Athletes should have their fees in before the first game or contest. Parents, please make your check payable to Mad River Middle School. You can pay your fee at Mad River Middle between the hours of 7:30 A.M. and 3:30 P.M., or at Stebbins High School between the hours of 7:30 A.M. and 3:15 P.M., if you have a high school student. The following guidelines have been established for refunding the monies to activity participants: 1. If a student quits an activity, no refund will be given. 2. If a student is dismissed from an activity, no refund will be given. 3. If a student becomes academically ineligible during the course of the activity, no refund will be given. 4. Other circumstances that prohibit an individual from participating will be reviewed by the Athletic Director for a possible refund on an individual basis. If you have any concerns, please contact the MRMS Athletic Coordinator or the Athletic Administrator, Ms. Cooper. Students must be in attendance a minimum of one-half day to be eligible to participate in an athletic event. A student must be in school until 11:45 A.M. or arrive to school no later than 11:45 A.M.

Mad River Local Schools Updated Student Personal Communication Devices Expectations

2025-26 Student Handbook Addendum

In accordance with the new **state law (House Bill 96)**, the use of cell phones and other personal communication devices (PCDs) is now banned during the school day across all Ohio schools. As a result, the following updated expectations will be in place for all students.

Grades K–12 Expectations

Students in grades K–12 are **not permitted to use personal communication devices (e.g., cell phones, earbuds, and other personal communication devices)** during the school day, which includes normal school hours and/or instructional time.

Exceptions:

- **Medical Use:** With a documented medical need as determined by a physician and approved by the building principal.
- **School-Related Events:** During official after-school events or extracurricular activities.
- **Transportation:** While riding in school vehicles. However, behavior that is distracting or creates an unsafe environment may result in the loss of this privilege.

Storage Requirements/Classroom Procedures:

- **Grades 9-12:** Devices will be collected during 1st period by the 1st period teacher and picked up by students at the end of their school day. Additional details will be provided by the high school administration.
- **Grades 6–8:** Devices must be powered off and stored in the student’s locker.

- **Grades PK–5:** Devices must be powered off and stored in the student’s bookbag inside their cubby.

Violations will result in **disciplinary action in accordance with the student code of conduct and confiscation of the device in the building’s office. The device may have to be picked up by a parent or guardian based on the district’s progression of discipline.**

MRLS Board Policy 5136 Discipline Progression:

- A. Issue a verbal warning and require the student to store the PCD in accordance with this policy.
- B. Confiscate the PCD and store it securely in a staff-controlled locker, bin, or drawer for the duration of the class or period.
- C. Confiscate the student’s PCD and store it in the facility’s central office for the remainder of the school-related event or school day.
- D. Confiscate the student’s PCD in the facility’s central office to be picked up by the student’s parent or guardian.
- E. Detention
- F. Schedule a conference with the student’s parent or guardian to discuss the student’s PCD use.
- G. Loss of privilege to bring a PCD to school for a designated length of time or on a permanent basis.
- H. In-school suspension.
- I. Out-of-school suspension.
- J. Expulsion