Hillsboro City Schools

GRADES 6 - 12

2025 – 2026

PARENT/STUDENT HANDBOOK

Building Contact Information:

Hillsboro City Schools: (937) 393-3475

Hillsboro High School: (937) 393-3485

Hillsboro Middle School: (937) 393-9877

Student Services: (937) 393-4417

Athletic Office: (937) 393-9325

Special Education Department: (937) 393-3485

Bus Garage: (937) 393-4471

Website: www.hcs-k12.org

TABLE OF CONTENTS

VISION STATEMENT 4
MISSION STATEMENT 4
2025-2026 SCHOOL Calendar 4
Assignment to Grade Level 4
Attendance 4
- Absences and Excuses 4
  - Absences from school 5
  - Absences that may be excused… 5
  - Actions Taken by the School for Excessive Absences 5
- Absence Intervention Team (AIT) 5
- Absence/Truancy Intervention Plan 5
- Students 18 Years of Age and Older 5
- Late Arrival to School/Early Dismissal from School 6
- Tardy Policy 6

Backpacks/Gym Bags 6
In School Suspension (ISS) 6
- ISS Rules 6

Bell Schedule: High School/Middle School 7-13
Bullying Policy (Board Policy 5517.01) 14
Bus Procedures 15
Chromebook 1:1 High School (only) 15
Computer Use 15-16
Dances 16
Dress Code 16-17
Emergency Medical Information 17
Extracurricular Participation and Code of Conduct 17
- High School Eligibility 18
- Middle School Eligibility 18

Field Trips 18
Final Forms 18
Food and Nutrition Services 18
- Lunch 18

Gifted Identification - House Bill 282 19
Graduation Requirements (see course registration handbook) 19
HHS/HMS Marking System 19
Weighting Grades 19
- AP Courses 19
- Honors Courses 19
- CCP Courses 19

Grade Point Average (GPA) 20
Hall Passes 20
HMH Math and Reading Inventories 20
Homecoming/Prom Court 20
Honor Roll 20
Illness While at School 20
Indian Pride Program 20-21
Lockers 21

Make-Up Work Policy 21
National Honor Society 21
Application Process 21-22
Hillsboro Junior Honor Society 22
Parent/Teacher Conferences 22
Personal Communication Devices (PCDs) 22-23
PBIS (Positive Behavior Intervention and Supports) 23
Student Code of Conduct 24
Rules of Conduct 24-25
Zero Tolerance Board Policy 5600 25
Suspension From School 25
Tobacco: Use and Possession 35
Student Council 25
Student Council Officer Responsibilities 25-26
Student Council (Middle School) 26
Student Medication at School (ORC 3313.713) 26
General Guidelines 26
Prescription Medications 26
Nonprescription Medications 26-27
Student Parking Procedures 27
Test Dates 2025-2026 27
Ohio State Test Window 27
Test Security 28
Title I Program 28
Title 1-Parent's Right to Know 28
Work Permits 28
Working Lunch and 10th Period Procedures (Summary) 28-29
8th Grade Washington D.C. Trip 29

Hillsboro City Schools

VISION STATEMENT

The Hillsboro City School District is the best, most innovative educational experience where all students achieve excellence in a friendly and cooperative culture.

MISSION STATEMENT

We provide a well-rounded experience that prepares each student to be successful in life.

2025-2026 School Calendar

A link to the 2025-2026 School Calendar can be found at www.hcs-k12.org

Assignment to Grade Level

High School students will be assigned grade levels based on their years enrolled in school.

Attendance

Success in school is directly related to attendance. Good attendance is encouraged and recognized by the Hillsboro City Schools. When returning to school after an absence, the student must present a note from the parent or guardian unless prior notification has already been made. **The note must include: date(s) of absence, reason for absence, grade level of student, and signature of parent or guardian.**

Students enrolled in a remote learning or off-campus program should reference the attendance policies stated in the program handbook/documents.

Absences and Excuses

Under law, children between the ages of six (6) and eighteen (18) are of compulsory school age. Every person of compulsory school age must attend school, which conforms to the minimum standards as prescribed by the Ohio State Board of Education.

The Hillsboro City Board of Education requires that the student enrolled in the schools of this District attend school in accordance with the laws of the State, which shall be one thousand one hundred and twenty-two hours for grades six through twelve. The State of Ohio also ranks school districts on their attendance rate. One of the indicators of an excellent district is that a minimum 93% attendance is achieved. The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The regular contact of students with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

Parents are expected to notify the school of their child's absence on the first day of the absence. If the parent does not contact the school, the school will then contact the parent or guardian. Either a parental note or telephone contact on the day of absence, will serve as documentation of the absence. Parental notes received after the fifth day from the date of the absence will not be excused.

Absences from school

Parental Responsibility: It is the parent's responsibility to ensure their child's regular attendance at school. ***Failure to send your child to school is a violation of Ohio School Law. Criminal charges can be filed against a parent/guardian/custodian of a child who is habitually truant. These charges can be one of the following; Contributing, Criminal Prohibition (fail to send), Parental Educational Neglect, Child Endangering.***

Child's Responsibility: It is the child's responsibility to attend school daily unless they have a valid excuse. Attending school is the child's job for at least the first 18 years of their life. Failure to attend may result in unruly or delinquent charges in the juvenile court.

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

Absences that may be excused are:

- Doctors, dentists, appointments, etc.
- College visits (give 3 days prior notice to attendance office)
- Death of a member of the immediate family
- Observance of a religious holiday
- Other circumstances as approved by the principal or designee

*Sometimes it becomes necessary for families to take a vacation or for students to be absent due to family or social obligations. Such absences are to be handled by receiving prior permission from the principal. Absences for any of these reasons that are not approved by prior permission will be considered unexcused.

Some student absences may be excused by a note from the parent or guardian or a phone call to the attendance office. The maximum number of these types of absences that will be allowed is 8 per school year. Absences exceeding 8 days may only be permitted at the discretion of the principal or by a doctor's note. Penalties may apply for absences over 8 days.

Actions Taken by the School for Excessive Absences and Habitual Truancy

The school will attempt to contact the parent/guardian to notify them when the student's absence with or without an excuse reaches thirty-eight (38) plus hours in a school month or sixty-five (65) plus hours in a school year.

The school will attempt to notify the guardian that there will be an action intervention team formed, that includes the guardian, when the student reaches "habitually truant" status. A mediation meeting with the team will be scheduled and required for the guardian and the student to participate. This team will meet to determine an absence/truancy intervention plan for the student before any further action is taken by the school to report the truancy to the court system (see action intervention team, mediation meeting, and absence/truancy intervention plan below). As long as the student and guardian cooperate with the plan, the court would not be notified.

A student will be reported to the BMV for driver's license suspension when student has unexcused absences of sixty (60) plus hours in a month or ninety (90) plus hours in a year.

Absence Intervention Team (AIT)

An Absence Intervention Team will be formed when a student reaches the designation of "habitually truant". The team will consist of two district/school representatives and the student's parent or guardian will be invited to participate. During the meeting, an Absence Intervention Plan (AIP) will be completed.

Absence/Truancy Intervention Plan

This plan is created by the AIT that will be a contract between the student, parent, and school to help enforce with accountability the student's attendance to aid in eliminating tardies and absences. Each plan will vary, based on the needs of the student.

A court complaint WILL be filed sixty-one (61) days after implementation of the intervention plan if the student has refused to participate or failed to make satisfactory progress. A court complaint may also be filed prior to the 61st day if the student continues to be habitually truant.

If the student becomes habitually truant within 21 school days prior to the last day of instruction of a school year, HMS/HHS may assign an absence intervention plan to be carried out during the summer.

If the 61st day after the implementation for the absence intervention plan falls on a day during the summer months, the AIT team may extend the implementation of the plan and delay the filing of the complaint for an additional 30 days from the first day of instruction of the next school year.

- ***Open enrolled students*** **that qualify for an absence intervention plan may be subject to denial of open enrollment for the following year.**

Students 18 Years of Age and Older

Students 18 years old or older must also follow the attendance guidelines. Failure to follow the attendance policy may result in other alternative forms of discipline.

Late Arrival to School/Early Dismissal from School

Arrival at school after 7:30 a.m. and before the end of 2nd period will be considered tardy. All students who do not arrive at school before 7:30 must check in and receive a late pass to enter. Arriving at school after 9:08 a.m. will be considered an A.M. absence (excused or unexcused).

It is the student's responsibility to sign in and get a tardy pass. If a student has a planned early dismissal he or she should give the note to the attendance office before 7:30 in the morning. Students leaving after 1:08 will be given an early dismissal. If a student leaves before 1:08 then a half-day absence is assigned.

Tardy Policy

Tardiness occurs when the students are not in the room when the bell stops ringing. Tardiness disrupts the learning environment and interrupts the teaching and learning process. Excessive tardiness will not be tolerated.

Penalties for Tardiness

Tardies to school time will be added to your accumulated hourly/minutes towards habitually truant. Tardies to school or class may result in disciplinary actions such as lunch detention, in-school suspension, after-school detention (10th period), loss of driving privileges, or placement in Alternative School.

Backpacks/Gym Bags

High School students' backpacks and gym bags may be used to carry books and other personal items to and from school and class. All backpacks and gym bags must be stored in a locker or under student desks during class.

Middle School students' backpacks and gym bags will be required to be kept in lockers during school days due to the proximity of classrooms and lockers.

In School Suspension (ISS)

The goal of the ISS is to provide an educationally sound alternative to Out of School Suspension of students for disciplinary reasons. ISS will not totally replace the Out Of School Suspension but instead will be used in some offenses as an alternative.

Students must successfully serve all assigned days in ISS before they can return to regular classes. Students must complete all class work and/or ISS assignments and not be referred to the office for violating any of the ISS rules.

ISS Rules:

- All students must have all school books, assignments, materials, pencils, pens, etc. when they arrive at the unit each day.
- Students must complete all assigned work and be responsible to return the work to their teachers.
- No sleeping.
- All other rules in the student code of conduct apply
- No use of PCD.

Bell Schedules: High School/Middle School

HHS Bell Schedule

Period 1	7:30-8:18
Period 2	8:22-9:06
Period 3	9:10-9:54
Period 4	9:58-10:42
Period 5	10:46-11:30
Lunch 6A	11:34-12:04
Lunch 6B	12:08-12:38
Period 7	12:42-1:29
Period 8	1:33-2:21

*Students will continue to be allowed to enter the building at 7:15. Breakfast will be eaten and attendance will be taken in the first period room.

HHS 2-Hr Delay Schedule

Period 1	9:30- 9:59
Period 2	10:03-10:32
Period 3	10:36-11:03
Period 4	11:07-11:37
Period 5	11:41-12:11
Lunch 6A	12:15-12:45
Lunch 6B	12:45-1:15
Period 7	1:19-1:48
Period 8	1:52-2:21

HHS Assembly Schedule

Period 1	**7:30-8:18**
Period 2	**8:22-9:02**
Period 3	**9:06-9:46**
Period 7	**9:50-10:20**
Period 4	**10:24-10:54**
Period 5	**10:58-11:28**
Lunch 6A	**11:32-12:02**
Lunch 6B	**12:06-12:36**
Period 8	**12:40-1:22**
Assembly	**1:25-2:21**

HMS 6th Grade Schedule

7:30-7:35	Homeroom
7:35-8:18	Period 1
8:22-9:06	Period 2
9:10-9:54	Period 3
9:58-10:28	LUNCH
10:31-11:12	Period 4
11:15-11:56	Period 5
11:59-12:40	Period 6
12:42-1:29	Period 7
1:33-2:21	Period 8

HMS 7th Grade Schedule

7:30-7:35	Homeroom
7:35-8:18	Period 1
8:22-9:06	Period 2
9:10-9:54	Period 3
9:58-10:42	Period 4
10:45-11:15	Lunch
11:15-11:56	Period 5
11:59-12:40	Period 6
12:42-1:29	Period 7
1:33-2:21	Period 8

HMS 8th Grade Schedule

7:30-8:18	Period 1
8:22-9:06	Period 2
9:10-9:54	Period 3
9:58-10:42	Period 4
10:45-11:15	Lunch
11:15-11:20	Homeroom
11:20-11:56	Period 5
11:59-12:40	Period 6
12:42-1:29	Period 7
1:33-2:21	Period 8

HMS 2-Hour Delay Schedule

	6th Grade	7th Grade	8th Grade
9:30-9:35	Homeroom	Homeroom	Homeroom
9:39-9:59	Period 1	Period 1	Period 1
10:03-10:32	Period 2	Period 2	Period 2
10:36-11:03	Lunch	Period 3	Period 3
11:07-11:37	Period 3	Lunch	Period 4
11:41-12:11	Period 4	Period 4	Lunch
12:15-12:45	Period 5	Period 5	Period 5
12:49-1:15	Period 6	Period 6	Period 6
1:19-1:48	Period 7	Period 7	Period 7
1:50-2:21	Period 8	Period 8	Period 8

HMS Assembly Schedule

	6th Grade	7th Grade	8th Grade
7:30-8:18	Period 1	Period 1	Period 1
8:22-9:02	Period 2	Period 2	Period 2
9:06-9:46	Period 3	Period 3	Period 3
9:50-10:20	Period 7	Lunch	Period 4
10:24-10:54	Lunch	Period 4	Period 5
10:58-11:28	Period 5	Period 5	Lunch
11:32-12:02	Period 6	Period 6	Period 6
12:06-12:36	Period 4	Period 7	Period 7
12:40-1:22	Period 8	Period 8	Period 8
1:25-2:21	Assembly	Assembly	Assembly

Bullying Policy (Board Policy 5517.01)

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. The Board of Education will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property or while in route to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

Harassment, intimidation, or bullying means any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s). Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistant (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior causes mental or physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal or assistant principal, or Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The building principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such a report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

Retaliation against any person, who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally making false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, she/he should report it and allow the administration to determine the appropriate course of action.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the building principal or appropriate administrator shall notify the parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, acts of harassment, intimidation, and/or bullying by a specific student are verified, the building principal or appropriate administrator shall notify in writing the parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such a student, a description of such discipline shall be included in the notification.

Bus Procedures

Good behavior by students on school transportation is essential to ensuring the safety of all. All school rules are in effect on the bus. Behavior that disrupts or endangers the safety of others will not be tolerated and may result in suspension and/or loss of bus riding privileges. Transportation on school buses is not a guaranteed right and may be revoked for inappropriate behavior.

Students may only have a primary and secondary bus drop off location as indicated in final forms. If they need to ride to their predetermined secondary location a note must be provided to the office.

*Due to limited space, students are not permitted to ride to any additional locations.

Chromebook 1:1 High School/Middle School

As a building, we are fortunate enough that our students have access to Chromebooks at a 1:1 ratio. With that being said, the purpose of the Chromebook is to enhance the learning process, while cutting down on paper, time, and to add to overall efficiency.

- Chromebooks should be used as a tool in the classroom, just as a pencil, paper, or textbook would be.
- ***Students are not allowed to use their own personal devices at school unless otherwise directed by a teacher or administrator.***

Hillsboro City Schools is supplying students with a Chromebook device. The device is the property of Hillsboro City Schools. The Chromebook allows student access to Google Apps for Education, educational web-based tools, as well as many other useful sites. The supplied device is an educational tool not intended for gaming, social networking, or high-end computing. It is a tool used to enhance learning processes and help inform students better.

- 6th graders will be provided with access to Chromebooks by classroom teachers. (6th grade students will not be taking Chromebooks home)

Computer Use

Hillsboro City Schools is pleased to offer its students access to improving technologies and access to networks. To gain access to these networks, students under the age of 18 must obtain parental permission and must sign and submit the “Acceptable Use Agreement” via Final Forms. Students 18 years of age or older may sign their own forms.

The following is Prohibited Conduct:

1. Accessing, sending or displaying inappropriate, offensive or obscene messages or pictures, as determined to be inappropriate, offensive or obscene by the administration.
2. Using obscene or inappropriate language as determined to be inappropriate or obscene by the administration.
3. Harassing, insulting, threatening or attacking any individual. (Students, Teachers, Administration, any other staff or volunteers)
4. Vandalizing and/or theft of computers, software, computer systems or computer networks.
5. Violating copyrights laws, such as, but not limited to:
    A. Copying/downloading websites to create another website.
    B. Copying a set of hypertext links exactly from another website.
    C. Copying graphics, i.e., Company Logos, Designs or Animations.

D. Copying /downloading of any unauthorized program.

6. Using another person's personal computer log-on identification.
7. Revealing your personal computer log-on identification or those of other students or staff members.
8. Sharing confidential information about other students or staff members.
9. Users should never give out private or confidential information about themselves or other individuals on the internet, particularly, home address, phone numbers, credit card numbers, and or social security numbers.
10. Forwarding personal communication without the author's prior consent.
11. Trespassing on others' folders, work areas, storage areas, or files.
12. Intentionally wasting limited resources, such as network time and or consumables.
13. Employing the network for commercial purposes such as running a business or buying and or selling products via the Internet.
14. Engaging in practices that threaten the network.
15. Participating in hacking activities or any form of unauthorized access to other computers, networks, websites, or information systems.
16. The system shall not be used to encourage the use of drugs, alcohol, tobacco, or the promotion of unethical practices or activity prohibited by law or Board Policy.
17. Promoting, discouraging, supporting, or celebrating religion or religious institutions.
18. Any act which would constitute a violation of any law, Board Policy, or the Student Code of Conduct.
19. Improper use of computers during or after school hours that disrupt the educational environment.

Dances

Throughout the school year, both the high school and middle school will be holding dances. These activities are a privilege, not a right. The behavior of a student and attendance throughout the school year can determine whether or not a student is permitted to attend these functions. **Serious offenses of more than five days suspension or multiple suspensions will result in loss of dance privileges for the year. Students qualifying for an attendance intervention plan will not be permitted to attend dances.** No high school students are permitted to attend, and guests from other schools are not permitted at middle school dances. Middle school students are not permitted to attend high school dances.

*****Middle school students are not permitted to bring a guest who is not enrolled in Hillsboro Middle School.

*****For some ***High School*** dances, the administration may approve attire that does not completely follow the existing dress code. Dress must remain modest but allowances can be made for formal dresses etc. A high school student who brings a guest from another school must fill out a permission slip and turn it into the office one week prior to the dance and the guest must have a photo ID that includes date of birth. The age limit for high school dances is 20.

Again, this allowance will be with administrative permission only.

Dress Code

1. Some clothing and accessories are in bad taste and may be distracting towards academic, college and/or career success. Students attending functions outside of the school and representing the school should dress appropriately for the activity and setting.
2. Students shall not wear spaghetti straps or strapless garments. Garments that are cut low or expose one's midriff are not permitted. Garments that are translucent/netted/fish net revealing undergarments are not permitted.
3. Skirts and shorts must be fingertip length, even when wearing tights or other longer undergarments. Holes are permitted as long as they are below fingertip length or are not in bad taste.
4. Students may wear hats in the common areas of the building including the hallways and cafeteria. The allowance of hats in the classroom is at the discretion of the individual teacher. Any headwear that causes a distraction to the instructional environment is prohibited.
5. Sunglasses are not permitted at any time in the building.
6. Headphones (wireless or wired) are only permitted in the classrooms for instructional and academic needs, to be determined by the individual teacher. Headphones are not permitted in the hallways at any time.
7. Pants must be worn at the natural waist.

8. No student shall wear or exhibit shirts, badges, pins, etc., with suggestive/objectionable language or symbols. No items, which represent alcohol, drugs, or tobacco, shall be worn.
9. Hooded sweatshirts are permitted but the hoods must remain down during the school day.
10. Students shall have no visible body piercing other than those in the ears and nose.
11. Some school programs, such as industrial arts, laboratory activities, physical education, and interscholastic athletics may require special hair care, clothing, footwear, or restrictions on jewelry to ensure the health and safety of all students.
12. No chains, studs, or hanging straps.
13. For safety purposes slippers, blankets, and/or house shoes are not permitted.
14. Costumes, masks, and face paint are not permitted.
15. Other disruptive attire or appearance will be judged by the administration. Teachers and staff have the authority to set additional rules within their organizations/clubs.

*These policies shall be in effect at all school functions where the student is officially representing the school.
*Students violating the dress code will be required to change. If the student is unable to change, the student will spend the school day in the ISS room.

Dress Code for Graduation

Graduation is considered a professional ceremony. All gowns are now red, therefore white attire is no longer required for females. Students are required to wear the standard graduation attire that is provided by Jostens, consisting of the robe, white Hillsboro stoll, and cap (with Tassle) as it is in its original condition. Any additional graduation regalia such as stoles and cords, must be provided by Hillsboro High School affiliated classes, clubs, or activities. **PLEASE DO NOT DECORATE YOUR GRADUATION CAP. YOU WILL BE GIVEN A NEW ONE AT THE CEREMONY IF YOU DO** (and charged for the replacement).
Additional Recommendations:
*No Flip Flops
*Dress Shoes are encouraged. If you are wearing High Heels, please make sure you can comfortably walk up the stairs to the stage.
*Jeans and Shorts are discouraged

Emergency Medical Information

All students are required to have updated emergency medical information, which is to be provided in Final Forms. This information is required so the appropriate people can be easily notified in the event of an emergency while at school or at a school function.

If the information in Final Forms has not been updated, students may be removed and withheld from school until the information is completed and received by the office. *The deadline is by the fifth school day of the year. Any absences will be unexcused. This information may be accessed at the following link:

https://hillsboro-oh.finalforms.com/

Extracurricular Participation and Code of Conduct

The Athletic Director will monitor eligibility for athletes, while Advisors/Coordinators will monitor progress for all other activities. The student and parents will be notified by the Athletic Director, Advisor/Coordinator, or principal if the student becomes ineligible and cannot compete.

Any team member/participant in extracurricular activities in grades 6-12 must be in attendance at school by the end of 2nd period. If not, they are ineligible to participate in practice, games, or any other extracurricular activity that day.

Extracurricular activities are those activities that ordinarily occur outside the school day that are sponsored by the Hillsboro Board of Education and do not have a written course of study. Students volunteer to participate in extracurricular programs and are expected to accept the responsibilities associated with their choice. It is a privilege to represent the Hillsboro Schools in these extracurricular activities. As representatives of the Hillsboro Schools, students are expected to be committed to a high degree of conduct and set a positive example for all students throughout their

time of participation. The principal, on a case-by-case basis, will determine exceptions to these guidelines, including those participating in remote learning.

**School disciplinary action takes precedence over athletics.

**Other athletic requirements are outlined in the Student Athlete Handbook which is available both online and in the athletic office.

**Non-traditional students with mixed schedules must be in attendance at least fifty percent of their scheduled school day.

High School Eligibility

A student must maintain a minimum GPA of 1.5, which is a C average. This GPA must be maintained while earning a minimum of five (5) credits in a nine-week grading period as calculated on a yearly basis according to the semester format. (i.e., one double block class translates to: 1 credit x 2 semesters/year = 2 credits for the year). Students will be required to participate in the drug testing program. See the Athletic Handbook for additional information.

Middle School Eligibility

Middle school students must maintain a 1.5 GPA and maintain passing grades in 5 courses.

Field Trips

Students who may be planning on attending a field trip must meet the following criteria:

1. Have satisfactory attendance in each academic class or is not considered habitually truant.
2. Be in good academic standing.
3. Have a good behavioral history. Discipline infractions may limit a student's permission to participate.
4. All work is to be made up by the students attending field trips. It will be the responsibility of the student to get assignments or tests missed.

*Appeals may be made by students or teachers to the administration. Students who are unable to attend the trip may not be eligible for a refund.

Final Forms

Final Forms is a system used to collect and manage information related to a student's academic, medical, and athletic paperwork. All parents and students are required to complete and update information on a yearly basis. The school utilizes Final Forms as a way to communicate with parents and students, as well. This system takes the place of paper forms. ***If the information in Final Forms has not been updated, students may be removed and withheld from school until the information is completed and received by the office.** ***The deadline is by the fifth school day of the year. Any absences will be unexcused. Final Forms may be accessed from the school website or at the following link: https://hillsboro-oh.finalforms.com/***

Food & Nutrition Services

For the 2025-2026 school year, lunch and breakfast will be free to all students. Additional lunches or ala carte items will be available at an additional cost.

Lunch

Students may not leave the school campus during lunch. All students will report to the cafeteria during their assigned lunch period. All other areas are off limits. Students will remain inside the cafeteria during the lunch period. No food or drink is permitted outside of the cafeteria area unless otherwise approved by a teacher or administrator. **Students may not have any food delivered to the school at any time by outside vendors. Parents may bring food for their individual student only.**

Charging policy

We allow students to charge for meals because good nutrition is essential to learning, and we understand that sometimes children forget or lose their money. As we are a non-profit agency, we depend on everyone to pay their charges in order to keep costs low.

The charge limit is five lunches or a $15 negative balance. No a la carte items may be charged to the account after the student's account has reached the charge limit. *Your student will receive a bag lunch that is charged to*

their account at the paid lunch price. The bagged lunch includes peanut butter and jelly sandwich/ or cheese sandwich, apple sauce and/ or fruit, vegetable bar, and milk.

HCS Food Service Webpage:
http://www.schoolnutritionandfitness.com/index.php?sid=1302131905529339
Online Payment Site: https://www.k12paymentcenter.com/
Meal Application: www.lunchapplication.com

Food and Drink

With the exception of homeroom and breakfast; unless approved by a staff member, all food and drink must be kept in the cafeteria with the exception of water. Students may carry bottled water to classrooms under the following guidelines: (All items including water will be forbidden in science and technology labs.)

1. Water must be carried in a sealable container, no glass.
2. Contents may be checked at any time.
3. This is a privilege and may be revoked at any time due to disruption of the learning process or damage to the building.

Gifted Identification - House Bill 282

Any parent/guardian interested in the policy and plan for Gifted Identification may contact the Coordinator of Gifted Services, Diane Michael, at Hillsboro City Schools Central Office or by phone at 393-3475. Information concerning the TAG program may be found on our website **www.hcs-k12.org**.

Graduation Requirements (see course registration handbook)

HHS/HMS Marking System

Hillsboro High School has a standard grading procedure, as well as additional notations that may indicate work in progress or incomplete work. The purpose of the grade is to indicate the extent to which the student has acquired the necessary learning. Students are assigned grades based upon test results, homework, projects, and classroom participation. Each teacher may place a different emphasis on these areas in determining a grade and will inform the students at the beginning of the course work. The Middle School will also have courses in which students will earn S (Satisfactory) and U (Unsatisfactory). These courses will not be factored into the student's GPA.

*The following grading scale will be utilized to determine grades using numerical averages:

90-100	A	80-89	B	I- Incomplete
70-79	C	60-69	D	WF- Withdraw Fail
0-59	F			P/F- Pass/Fail

Weighting Grades

AP Courses

AP courses will be given extra weight through awarding A = 5 points, B = 4 points, C = 3 points, D = 2 points, and F = 0 points.

Honors Courses

Honors courses will be given extra weight through A = 4.5, B = 3.5, C = 2.5, D = 1.5, and F = 0 points. Upon completion of the course, weighted grades could give an advantage to a student for Grade Point Average calculation and Class Rank determination. The student transcript received upon graduation would reflect this advantage if applicable.

CCP Courses

Please see the Registration Handbook, or school counselor, for the weighting of CCP courses.

Grade Point Average (GPA)

Grade point average will be calculated to determine class rank, as well as Valedictorian and Salutatorian in high school. GPA will be calculated on a 5 point scale. Traditional, Honors, and AP classes will be calculated as follows.

Traditional	Honors	AP	CCP
A = 4.0	A = 4.5	A = 5.0	(See counselor)
B = 3.0	B = 3.5	B = 4.0	
C = 2.0	C = 2.5	C = 3.0	
D = 1.0	D = 1.5	D = 2.0	
F = 0.0	F = 0.0	F = 0.0	

Valedictorian/Salutatorian (See course registration handbook)

Hall Passes

Students must have a hall pass to be in the hallway during class time and sign in and out of class. Students who do not have a pass and sign in and out of class will have an appropriate consequence and could lose their privilege of leaving a classroom.

Homecoming/Prom Court

In order to be eligible to be a member of the Homecoming or Prom Court and be eligible to be elected King or Queen, students must meet the following requirements.

1. Minimum cumulative GPA of 2.0
2. Acceptable attendance, not having met the threshold for habitual truancy (30 consecutive unexcused hours, 42 unexcused hours in a month, or 72 unexcused hours) in the current school year.
3. No suspensions from school OR extra-curricular activities during the current school year.

Honor Roll

The Honor Roll will be reported at the end of each grading period. Students receiving a grade point average of 3.00 to 3.49 will be listed on the Honor Roll. Students receiving a grade point average of 3.50 to 4.00 will be listed on the High Honor Roll.

Illness While at School

Students who become ill during the day should ask the teacher for permission to go to the nurse's office or to the main office. Students need to have a pass except in emergency situations. The nurse or administration will decide the next step to be taken. Students are not to use cell phones to call home because it then becomes impossible for the office to keep track of the students. All calls home need to be made from the main offices or from the nurse's office.

Contagious Illness Fact sheets- This can be found on our website on the nurse's page at www.hcs-k12.org. This covers facts on bacterial meningitis, bed bugs, conjunctivitis, head lice, impetigo, infectious mononucleosis, influenza, measles, mumps, pertussis, scabies, staphylococcus aureus, strep throat, scarlet fever, varicella-zoster disease, and viral meningitis.

Indian Pride Program

Hillsboro High School will be implementing an Indian Pride Program. This program gives our students the opportunity to demonstrate several components of what we feel are the most impactful and beneficial attributes to our school and community. Students in the Indian Pride Program must demonstrate the following key components to be a member:

- DRUG FREE- participate in the voluntary drug testing program that we will be offering at the beginning of the year, end of the year, and at random times throughout the year (see Drug Free Student Program section)
- ACADEMICS- must maintain at least a 1.5 GPA.
-CONDUCT- students must follow the Hillsboro City Schools code of conduct. NO SUSPENSIONS.
-SERVICE- must complete at least 4 volunteer/community service hours over the course of the year.

Drug Free Student Program 9-12th Grade (Voluntary)

The Hillsboro City Schools Board of Education and administration desires to implement a policy which will attempt to provide this district with safe and healthful student programs. This policy reflects the Hillsboro City Schools and the community's commitment to establish a drug and alcohol free school program. As a result of current drug abuse trends regionally and nation-wide, the intent of this policy is to deter students from using alcohol and illicit drugs and provide our school with the safest possible environment for all students to excel. Because alcohol and illicit drugs can have an adverse impact on students well-being, this policy applies to grades 9-12 students who, along with consent from their parents, volunteer to be tested.

The Purpose of the Policy shall be:

1. To continue to provide a healthy and safe environment to all students.
2. To encourage students to remain drug free and provide a legitimate reason for students to refuse drugs and alcohol.
3. To provide solutions for students who violate the drug free policy.

The drug testing program does not affect the current policies, practices, or rights of the district regarding student drug and/or alcohol possession or use, where reasonable suspicion is established by means other than drug testing through this policy.

No student will be suspended or expelled from school as a result of any certified "positive" test conducted by his/her school under this program policy. No student will be penalized academically for testing positive for banned substances under this program. The results of drug tests will not be documented in any student's academic record.

**Being drug free is one of the components of our Indian Pride Program.*

*** See the Athletic Handbook for additional requirements for drug testing.*

Lockers

Lockers are issued to students at the beginning of the year by the homeroom teacher. Your locker must be kept closed and locked at all times. Do not tell other students your locker combination. The school is not responsible for items missing from lockers; therefore, students are cautioned not to keep money or other valuables in lockers. Each student is responsible for keeping his or her assigned locker clean both inside and outside. Stickers and other materials that leave a gummy residue are prohibited on lockers. Damages caused by misuse or abuse will be charged to the student responsible. Any locker malfunction should be reported to the appropriate office for repair. Students must remain in assigned lockers. Changes can be made only with the approval of the administration or their designee. Students caught changing lockers without permission will be denied the use of a locker or subject to other disciplinary action. Lockers are the property of the school and may be searched by the administration (Board Policy 5771).

*School officials need reasonable suspicion to search a student or their property (this includes vehicles).

Make-Up Work Policy

Students who miss school will be permitted to make up work. Students will have one day to make up work per each day missed. It is the responsibility of the student to make up all work missed due to absences, field trips, college visits, suspensions from school, or any other reason that causes an absence.

National Honor Society

Application Process

All juniors and seniors with a cumulative GPA of 3.5 or higher at the end of the year are invited in October to apply for membership in the Hillsboro Chapter of the National Honor Society. You will be asked to fill out an application including information about scholarship, leadership, service, and character. The application must be submitted to the advisor by the due date. All applications are given to the faculty council and each application is examined anonymously.

Nominations to NHS are based upon the following criteria:

- Scholarship
- Leadership
- Service
- Character

Hillsboro Junior Honor Society

The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, to develop character, and encourage citizenship in the students of middle school.

The selection process will be as follows: At the end of the first nine weeks of the school year, all members of the 7th and 8th grade with a GPA of 3.5 or higher will be invited to apply. Applications must be submitted by the candidate in the proper format and will be evaluated anonymously by a five-member faculty council appointed by the principal. All applications must be submitted to the advisor by the due date. A rubric will be used to evaluate a candidate's application. The final decision will be made by the faculty council.

Parent/Teacher Conferences

It is highly recommended that you call into the school to reserve your conference time. Our conference time is from 3:00 PM to 7:00 PM. Dates: 11/20/25, 2/5/26

Student Phone Procedure and Guidelines

Cell phones are not to be used during the school day. Every student is assigned a personal Yondr Pouch. While the Yondr Pouch is considered school property, it is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

Parents/Guardians who need to contact students should call the high school office at 937-393-3485 or the middle school office at 937-393-9877. Parents or family members should not contact their students via cell phones during the school day.



Daily Process

As students Enter the School Building, they will:

1. Turn their phone off.
2. Place their phone inside their Pouch and secure it in front of school staff.
3. Be responsible for carrying or storing their Pouch.

As students Exit the School Building, they will:

1. Unlock their Pouch.
2. Remove their phone.
3. Take the phone and Pouch with them.

Students must bring their Pouch to school with them each day.

*Students arriving late or leaving early will lock/unlock their phone in the High/Middle School Office.

DAMAGED/LOST/FORGOTTEN POUCHES:

Damaged Pouch

If a Yondr Pouch is ripped, cut, torn, inappropriate markings, signs of force to the black button on the back or opened in any way other than prescribed by the district:



Examples of damage:
=Ripped
=Cut
=Torn
=Inappropriate markings
=Bent/cut pin
=Signs of force to black button on flap

- The student/their caregiver is responsible for purchasing a new Pouch ($30)

Forgotten Pouch

If a student forgets their Pouch (self reported upon arrival to school), their phone will be collected and stored in the High/Middle School Office for the day. The student may retrieve their phone from the Office after dismissal. Multiple occurrences may result in a consequence.

Lost Pouch

If a student loses their Pouch, the student/their caregiver is responsible for purchasing a new Pouch ($30).

Cell Phone Progressive Discipline Policy:

First Offense:
Confiscation of Phone (Returned at the end of the day). One day of In School Suspension.
Second Offense:
Confiscation of Phone (Returned at the end of the day). One day of Out of School Suspension.
Third Offense:
Confiscation of Phone (Returned at the end of the day). Three days of Out of School Suspension.
Fourth Offense:
Confiscation of Phone (Returned at the end of the day). Five days of Out of School Suspension.
Fifth Offense:
Confiscation of Phone (Returned at the end of the day). Ten days of Out of School Suspension.

**Refusal of confiscation will result in immediate suspension to the next level of offense.*

PBIS (Positive Behavior Intervention and Supports)

Hillsboro City Schools has adopted the PBIS framework to help create and support a school climate conducive to learning. Additional information on PBIS can be found at http://education.ohio.gov/ HCS has adopted 4 common expectations. These include:

- We show respect
- We solve problems
- We are safe
- We listen

Throughout the year, students are taught the common expectations. Students in both HMS/HHS may earn rewards for demonstrating appropriate behaviors.

Student Code of Conduct

The items in this code are applicable to all students when under the authority of school personnel during a school activity, function, or event whether on property owned, rented, or otherwise used or maintained by the Hillsboro City School District Board of Education or property owned, rented, or maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, while in line of sight of school property, on school transportation, or if the act otherwise affects the operation of the schools.

Rules of Conduct

We ask and expect our students to be respectful, responsible, and productive here at school, school sponsored events/activities, and in representing our school out in the community. Therefore, we have established these rules of conduct for our students to abide by.

Violation by a student/staff member of any one or more of the following rules of conduct may result in disciplinary action, which will include reprimands, community service, detention, loss of privileges, parental contact, referral to legal authorities, emergency removal, disciplinary removal, alternative school, out of school suspension and/or expulsion. A student will be suspended pending the outcome of expulsion proceedings.

The goal of the administrative action to any infraction of the rules of conduct is to change the behavior of the student. It is for that reason that the actions may not be identical for each student with similar infractions. The administration reserves the right to choose the action that will most likely prevent the infraction from occurring multiple times. If disciplinary action is not served the next step of discipline will be assigned.

Prohibited behaviors include:

1. Arson, vandalism, damage, destruction, or theft of school or private property
2. Assault on or abusive language towards a school employee, student or other person (gross disrespect)
3. Cheating
4. Commission of an immoral act
5. Contributing to another's misconduct
6. Disruption of school and/or disruptive behavior
7. Distribution of unauthorized printed material
8. Drugs, alcohol, counterfeit controlled substances, prescription, look-a-like substances, sharpie markers
9. Failure to pay tuition or other approved charges
10. Fighting
11. Forgery and false reports
12. Gambling
13. Gang Activity
14. Gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation
15. Harassment/intimidation; includes sexual, physical, or emotional
16. Inappropriate personal items, which are disruptive to the educational setting, will be confiscated. Examples: squirt guns, radios, skateboards, headsets, cellular phones, lasers, pagers, IPODS, hand held game devices, etc.
17. Insubordination and/or disrespect (failure to comply with directions)
18. Misuse and/or abuse of school property
19. Misuse of personal communication devices (PCD's)
20. Physical aggression
21. Plagiarism
22. Possession of pornographic materials
23. Public display of affection (PDA)
24. Repeated acts of misconduct (classroom disruption)
25. Tobacco use or possession, including e-cigarettes/vapor pens, and lighters
26. Truancy, tardiness, or class cutting
27. Unwanted physical contact
28. Use of profane, vulgar, obscene or other improper language or gestures
29. Violation of bus conduct requirements
30. Violation of dress code

31. Violation of federal, state, or local statutes
32. Violation of the technology agreement
33. Weapons and/or dangerous instruments, “look-a-like” weapons

Zero Tolerance Board Policy 5600

Any behavior by a student, which is violent, disruptive, against State or Federal law, and/or inappropriate, is strictly prohibited and will result in student discipline, which may include suspension, expulsion, and removal from school. This provision shall be applicable during regularly scheduled school hours as well as at other school-related times and places where school personnel or representatives have jurisdiction over students.

Suspension From School

Serious violations of school rules of conduct will result in suspension from school for a specific number of days. To be suspended from school means that while you are suspended you are not allowed to come on school property, attend classes, or attend or participate in extracurricular activities or any other school function either on our grounds or at a location that HHS/HMS is visiting.

The offenses for which one can be suspended are outlined in the student rules of conduct. These guidelines will be followed:

A. First Offense - 1 Day suspension. (Fighting carries 5-day suspension for the 1st offense, 7 days for 1st violation of assault). Gross disrespect will result in a 3- day suspension for the 1st offense.
B. Second Offense - 3-Day suspension. (2nd offense for fighting or assault or a combination of the two carries a 10-day suspension with a recommendation for expulsion, 2nd offense for gross disrespect will carry a five day suspension).
C. Third Offense- 5-day suspension.
D. Fourth Offense - 10-Day suspension and recommendation for expulsion up to 80 days. The student is ineligible for all extracurricular activities for the duration of the suspension,expulsion, or during the abeyance period.

- For educational value a student may make up work for full credit that they miss while suspended. Allowing the student one day per suspended day to make up work. For example, a student is suspended for 3 days and therefore they will have three days after their last suspension day to make up any missed work.
- The administration may deem it necessary to skip steps dependent upon the severity of behaviors demonstrated.

Tobacco/Vape: Use and Possession

Students who have been caught using or possessing tobacco/vape in any form or in possession of objects used to light or use tobacco products (including vapes) are subject to disciplinary penalties explained in the Suspension from School section of this handbook. This policy also applies at any school function both on Hillsboro City Schools’ property and at any site in which Hillsboro High/Middle School is participating.

- First offense use/possession is five days suspension.
- Second offense use/possession is ten days suspension.
- Third offense use/possession is ten days suspension with recommendation for expulsion from school.
- All products testing positive for Cannabis results in a ten day suspension with recommendation for expulsion from school.

Student Council

Student Council at Hillsboro High School and Hillsboro Middle School exists to promote pride in Hillsboro City Schools, to provide service to the community, and personal growth in the student body. Student Council sponsors events that are centered on increasing school spirit, organizes and directs activities to assist charitable organizations and volunteer personal time to help improve the community, and leads by example to impress upon fellow students what can be achieved with dedication and self-sacrifice.

Student Council Officer Responsibilities

Holding an office in Student Council requires a sincere commitment from all officers. Officers will treat their position with the utmost respect, and fulfill their duty to the furthest extent possible. Officers provide leadership and direction for the rest of the council; therefore, it is imperative they attend all meetings and events.

Student Council Offices include:

- President
- Vice President
- Secretary
- Treasurer
- Home Room Representatives

Student Council (Middle School)

The mission of the Middle School Student Council is to promote pride in HMS, service to the community and to be an outstanding student example for others.

Objectives:
1. Organize and direct activities at HMS.
2. Collect funds for charitable causes.
3. Choose community service projects that we can accomplish together as well as set personal goals.
4. Lead by example by having excellent behavior, a service attitude and good work ethics.

Student Medication at School (ORC 3313.713)

Many students are able to attend school regularly only through effective use of medication in the treatment of chronic disabilities or illnesses that will not hinder the health and welfare of others. We strongly recommend that medication be administered at home. If this cannot be done, any student who is required to take medication during the regular school day must comply with the following policy and procedures:

General Guidelines

1. No student is allowed to provide or sell any type of medication.
2. Students are not permitted to carry any medication on them at any time. If a student is required to take medication at school, it will be stored in a secured location.
3. The Board of Education shall not be responsible for the diagnosis and treatment of student illness.
4. Students are not allowed to self-medicate. Parents may come to school to administer medication to their child; otherwise, only designated school personnel will administer medication to students.
5. Medication forms may be picked up in the clinic or office of your child's school. NO MEDICATION WILL BE DISPENSED WITHOUT THE PROPER DRUG FORM.

Prescription Medications

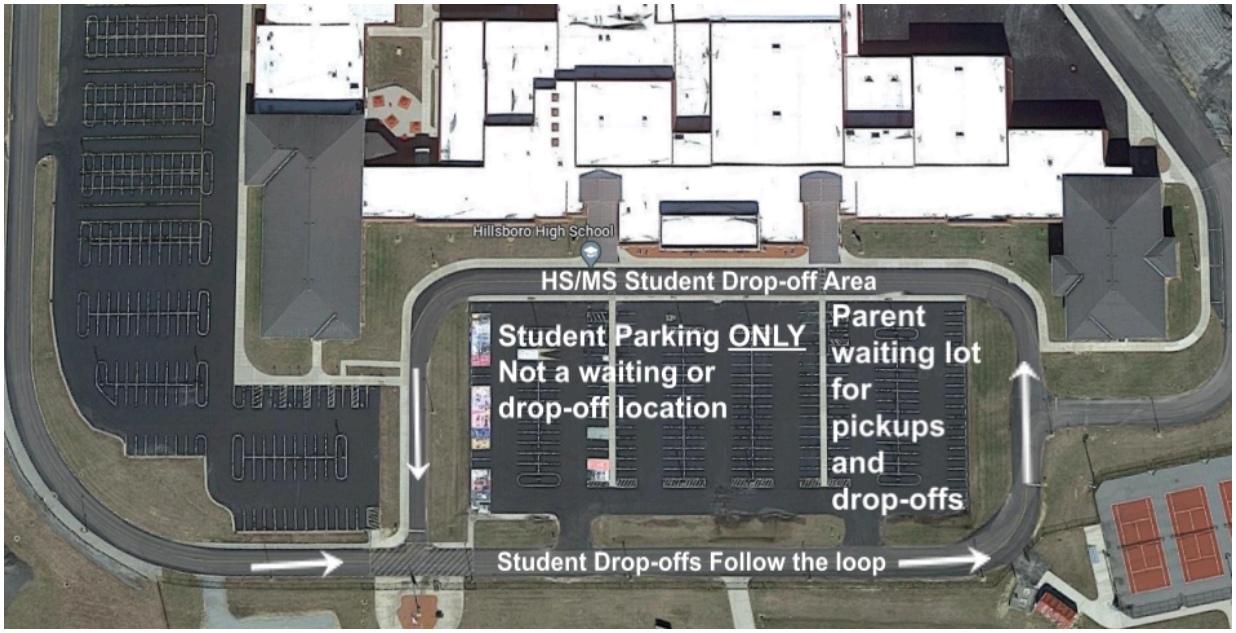
1. Prescription medication to be taken at school should remain in the original container and must be labeled with a pharmacy label, which includes the student's name, the date, the name of the medication, and the time and intervals the medication is to be taken.
2. The prescription drug form is to be completed by the doctor before any medication will be given to your child. The completed form and the medication are to be brought to the clinic by a parent or an adult designated by the parent and given to an appointed school official. The parent or guardian must submit a revised physician's form if any of the information changes.
3. Students are permitted to carry, and self-medicate with, asthma inhalers and epinephrine auto injectors, provided the student has a completed physician's form on file in the clinic stating such. The parent or guardian will provide backup medication to the clinic in the event the student leaves the inhaler or auto injector at home.

Non-prescription Medications

1. Before any non-prescribed medication may be administered, the Board of Education requires parents to complete the Parent Request form for school personnel to administer non-prescription medication at school, which includes a waiver of any liability of the District for the administration of the medication.
2. Any student in grades K-12 may have non-prescription medication administered by authorized school personnel when the parent request form is on file in the clinic. Nonprescription medication must be in its original, unopened container and is to be delivered to the clinic by a parent or an adult a parent designates.
3. Because nonprescription medication manufacturers recommend consulting with your physician for proper dosing, school personnel will not be held liable for improper dosing by following a parent's dosage request. School personnel will not administer a dosage that exceeds the maximum manufacturer's dosage without a physician's order.

Student Drop off/Pickup & Parking Procedures

High school students are to be assigned specific spots in the front 2 parking lots for the upcoming school year. The lot on the middle school side of the building is strictly designated as a parent waiting lot for pickups and drop-offs. If you drop off your student and are not waiting, use the loop in front of the building to drop them off at the appropriate entrance. If you have any questions or concerns, contact the middle or high school offices for assistance.



- Parking on school property is a privilege. Only students with parking permits may park on school property.
- There will be a cost for this permit. This permit will allow a student to park in a designated student parking area. Cars must be parked in parking spaces only.
- Students violating these rules and drive or park in an unsafe, reckless or inappropriate way may lose all driving and parking privileges.
- Students shall not be in the parking lot during the school day unless they have permission.
- The administration may issue special parking permits for unique situations.
- Students who are truant and have excessive tardiness to school may lose all parking privileges.
- Additional requirements may be added at the discretion of the administration.

Test Dates 2025-2026

EOC (End-of-Course Assessments)

Fall: December 8th - December 12th

Spring: April 20th- April 21st; ELA

April 27th- May 1st; Math/Science/Social Studies

Ohio State Testing

Ohio's state test measures student progress toward Ohio's learning standards. It is an End-of-Course test students will earn points for graduation. For test dates click on the link:
https://education.ohio.gov/Topics/Testing/Test-Dates/2025-2026-Testing-Dates

ACT/ACTWorkKeys/PSAT Test

Testing Dates TBD

Test Security

Students are reminded of school district policy regarding standardized test security, suspected violations, and consequences of misbehavior. Alleged violations will be reported to the principal. Students suspected of cheating will be provided due process according to established district procedures. Students confirmed cheating or assisting another student to cheat will have their test(s) invalidated and may be subject to a 10 day disciplinary suspension with recommendation for expulsion.

Title I Program

The Hillsboro City Board of Education elects to augment the educational program of educationally disadvantaged students by the use of Federal funds, in accordance with Title I of the Amendments to the Elementary and Secondary School Improvement of 1965, as amended from time to time.

Title 1-Parent's Right to Know

In accordance with the requirements of the Federal Law, for each school receiving Title I funds, the Superintendent shall make sure that all parents of students in that school are notified at the beginning of each school year, that they may request, and the Board will provide, the following information on the student's classroom teachers:

A. Whether the teacher has met the State qualification and licensing criteria for the grade levels and subject areas they are teaching.

B. Whether the teacher is teaching under any emergency or provisional status in which the State requirements have been waived.

C. The baccalaureate degree of the teacher, other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.

D. Whether services are being provided to their children by a paraprofessional, and the qualifications of the paraprofessional.

E. Information on the level of achievement of their child on the required State academic assessments.

F. Timely notice if the student is assigned to a teacher who is not "highly qualified" as required or if the student is taught for more than four weeks by a teacher who is not highly qualified.

The notices and information shall be provided in an understandable and uniform format, and to the extent practicable, in a language the parent understands.

Work Permits

Work permit forms may be obtained in the high school office. Forms must be picked up, completed and returned to the high school office. After forms are returned the work permit must be prepared and will not be available immediately. Turn around will be as quick as possible. Any student under the age of 18 years of age who is working must have a work permit on file.

Working Lunch and 10th Period Procedures (Summary)

At the discretion of the teacher, students with missing assignments will be assigned a "Working Lunch". The assignment or missing test/quiz must be posted in Progress Book. After being notified, the student will serve his/her working lunch on the assigned day. Upon arrival to working lunch, the student must begin working on the assignment. The student will complete the assignment in a timely manner. The room supervisor will collect the assignment upon completion and/or before the student is dismissed from the period. Completed assignments will be returned to the assigning teacher's mailbox by the supervisor. The assigning teacher can re-assign a working lunch for assignments that continue to be incomplete or do not meet expectations.

If the student has assignments that total more than 3 consecutive days in a row or does not attend working lunch, the room supervisor will assign 10th period. (The "cap" on how many working lunches can be served consecutively without an additional consequence is 3. (i.e. each day an assignment is missing and the student is assigned a working lunch.)

*** If a student skips 10th period, it will be considered a disciplinary infraction.**

8th Grade Washington D.C. Trip

All 8th grade students are provided an opportunity to participate in a field trip to Washington D.C. to visit sites of historical significance. Participants on this out of state field trip are contingent on payment of trip costs and positive behavior as determined by the principal. Students with major discipline problems will not be permitted to attend. Any violation of the student code of conduct involving a weapon or substance abuse violation will automatically eliminate a student from the trip. Participation will be at the discretion of the principal. Students who are unable to attend the trip may not be eligible for a refund.