LINCOLNVIEW LOCAL SCHOOL DISTRICT
15945 MIDDLE POINT ROAD
VAN WERT, OHIO 45891

SCHOOL YEAR 2026-2027

Mr. Jeff Snyder, Superintendent
Mr. Brad Mendenhall, Principal
Mr. Brady Overholt, Athletic Director

LINCOLNVIEW JUNIOR/SENIOR HIGH SCHOOL
FACULTY/STAFF
2026-2027

MR. ELI ALVAREZ, Intervention Specialist
MR. MIKE ARCHINAL, Band
MR. DREW BITTNER, JH and HS Math
MR. GREG BYRUM, HS Science
MR. TANNER CROWLE, JH Science
MRS. RHONDA DANNENFELSER, PE/Health
MRS. CHRISTINE DONER, Spanish
MRS. SANDRA DOWDY, JH Language Arts and Math
MR. ERIC FISHPAW, Physical Education
MRS. HOLLIE FORD, HS English and History
MRS. ELIZABETH GERDEMAN, Agricultural Education
MR. JAY HOERSTEN, Industrial Tech
MRS. PAULA JOHNSON, JH Social Studies
MRS. SUZIE KETNER, Intervention Specialist/Financial Literacy
MRS. MICHELLE KNODELL, HS English/Career Connections
MRS. STACIE KORTE, Vocal Music
MRS. KATEY LLOYD, School Counselor
MR. KEVIN LOSH, Social Studies
MR. MARCUS MEYER, Intervention Specialist
MRS. ASHLEY MILLER, Math
MR. ADAM OWENS, HS Science
MS. VALERIE PARSELL, Art
MRS. STEPHANIE RENNER, Intervention Specialist
MRS. KRISTY RINGWALD, HS English/Yearbook
MS. RACHEL ROHRS, JH/HS Math, Accounting
MRS. BETH SCHNIPKE, JH Math
MR. KYLE STECHSCHULTE, JH/HS Science
MR. DAN SWICK, JH Science/Social Studies
MRS. DEBORAH STETLER, Media Center Specialist
MS. TATUM TEMPLE, JH ELA
MR. KYLE WILLIAMS, Intervention Specialist

LINCOLNVIEW LOCAL SCHOOLS

2026-2027 CALENDAR

LINCOLNVIEW LOCAL SCHOOLS

Monday, August 17	NO SCHOOL (Faculty Work Day) Open House (K-6) 6–7:30 pm
Tuesday, August 18	NO SCHOOL (Faculty In-Service)
Wednesday, August 19	First Day for Students
Wednesday, September 2	NO SCHOOL- (Faculty In-Service) – (Full Day)
Thursday, September 3	NO SCHOOL- (Fair Day)
Friday, September 4	NO SCHOOL- (Fair Day)
Monday, September 7	NO SCHOOL- (Labor Day)
Tuesday, September 8	NO SCHOOL- (Fair Day)
Wednesday, September 30	Parent/Teacher Conferences (7-12th) 3:30--6:30 p.m.
Friday, October 2	NO SCHOOL- (Faculty In-Service) – (Full Day)
Friday, October 30	2 Hour Delay (Faculty In-Service)
Monday, November 23	NO SCHOOL- (Faculty In Service 8:00 AM-1:00 PM) - Parent Teacher Conferences (K-12th) from 1:00 PM. to 8:00 PM
Tuesday, November 24	NO SCHOOL- Parent Teacher Conferences (K-6th)-10:00 AM-5 PM __(7-12th) – 1:00-5:00 PM
November 25-27	NO SCHOOL (Thanksgiving Vacation)
December 23 – Jan. 1	NO SCHOOL (Christmas Vacation)
Monday, January 4	Classes Resume
Monday, January 18	NO SCHOOL (Martin Luther King Day)
Tuesday, January 19	2-hour delay (Faculty In-Service)
Monday, February 15	NO SCHOOL (Presidents' Day)
Tuesday, February 16	2 Hour Delay- (Faculty In-Service)
Wednesday, February 24	Parent/Teacher Conferences (7-12) 3:30-6:30 PM
March 22-26	NO SCHOOL- (Spring Break)
Tuesday, May 25	Last Day for Students
Wednesday, May 26	NO SCHOOL- (Faculty-In Service)
Thursday, May 27	NO SCHOOL- (Faculty Work Day)

CLASS SCHEDULE
LINCOLNVIEW JUNIOR/SENIOR HIGH SCHOOL
2026-2027

H.S.REGULAR SCHEDULE

Warning Bell	8:12
Pd. 1	8:15 – 9:03
Pd. 2	9:06 – 9:54
Pd. 3	9:57 – 10:45
Pd. 4A Lancer Time	10:48 – 11:21
LUNCH B	11:24 – 11:54
Pd. 4B	11:24-12:09
Pd. 4C	11:57-12:42
LUNCH C	12:12-12:42
Pd. 5	12:45 – 1:31
Pd. 6	1:34 – 2:20
Pd. 7	2:23 – 3:08

HS 2 HOUR DELAY SCHEDULE

Warning Bell	10:12
Pd. 1	10:15 – 10:45
Pd. 2	10:48 – 11:18

J.H. REGULAR SCHEDULE

Pd. 1	8:15 – 9:15
Pd. 2	9:18 – 10:18
Pd. 3A Lancer Time	10:21 – 10:51
Pd. 3B Lunch	10:51 – 11:21
Pd. 4	11:24 – 12:23
Pd. 5	12:26– 1:23
Pd. 6	1:26 - 2:20
Pd. 7	2:23- 3:08

Pd. 3		11:21 – 11:51
Pd. 4A	Lancer Time	11:54 – 12:24
Pd. 4B		12:27 – 12:57
Pd. 4C		1:00 – 1:30
Pd. 5		1:33 – 2:03
Pd. 6		2:06 – 2:36
Pd. 7		2:39 – 3:08

JH 2 HOUR DELAY SCHEDULE

Pd. 1		10:15 – 10:50
Pd. 2		10:53 – 11:29
Pd. 3A	LANCER TIME	11:32 – 11:52
Pd. 3B	J.H. LUNCH	11:55 - 12:25
Pd. 4		12:28 – 1:16
Pd. 5		1:19 – 1:54
Pd. 6		1:57 – 2:36
Pd. 7		2:39 – 3:08

3 HOUR DELAY

Junior High

11:15-11:40	1st Period
11:40-12:10	Lunch
12:10-12:25	Lancer Time
12:28-12:58	2nd Period
1:01-1:30	4th Period
1:33-2:03	5th Period
2:06-2:37	6th Period
2:40-3:08	7th Period

High School

11:15-11:45	1st Period
11:48-12:15	2nd Period
12:15-1:15	Lunch B/4th Period
12:45	4th Period/Switch
1:15-1:40	3rd Period
1:43-2:08	5th Period
2:11-2:37	6th Period
2:40-3:08	7th Period

BUILDING POLICIES

STUDENT LIABILITY

Each student is responsible for damages to school property during school time, or school sponsored activities. Student and/or parents may be held financially responsible for any and all damages.

DRIVING TO SCHOOL

Any student who has a valid driver's license and is properly insured may drive a car to and from school if necessary.

Students are to park their cars in the large parking lot in designated areas. Students are not to be in their cars between the hours of 8:15 a.m. and 3:08 p.m. unless an emergency exists or prior permission has been granted.

Students are to drive into and from the parking lot in a safe and responsible manner. Students may lose the privilege of driving due to irresponsible driving in the parking lot or other violations coming from driving or parking concerns.

All vehicles in the parking lot are subject to random searches.

FUND RAISING

Fundraisers that are not affiliated with Lincolnview Local Schools may not be conducted during school hours or on school grounds. Please see the building principal with questions.

HALL PASSES

After a student has arrived at his assigned class area and reported to the teacher-in-charge he is to remain in that classroom until the end of the period. If a student leaves the area with the teacher's permission, he/she is to have in his possession a signed student agenda book identifying the destination, the time of departure and bearing the signature of the teacher granting permission.

HALLS AND LOCKERS

Students shall walk in the halls in an orderly manner when changing classes during the school day. Ample time is provided for movement from one class to another. Students are not permitted to be in the halls during class time without a pass signed by the teacher-in-charge of their assigned class or area.

Students in grades 7-12 are directed to pick up their books and materials necessary for morning classes prior to the tardy bell and follow the same procedure prior to afternoon classes.

Lockers are the property of the school district. District officials have the legal authority to search all lockers and desks at any time. The maintenance and care of the locker is the student's responsibility. Markings inside the locker and outside the locker are prohibited and students must clean markings from their lockers.

Do not use tape to hold signs on lockers. Students must use magnets instead of tape.

STUDENT SEARCHES

Please refer to Board Policy #5771 (Search and Seizure). Board Policy can be found on the school website after clicking the "Board of Education" tab.

CAFETERIA

Students are encouraged to pay money ahead of time and use their student I.D. number to purchase lunch. Students are permitted to pack lunches; however, students are not permitted to bring food from outside venders. Parties or carry-ins may happen when sponsored and hosted by a teacher in his/her classroom.

FINAL FORMS

Completion and ongoing updates of student information and medical forms are required for all students via Final Forms. Parents/Guardians are required to complete these forms and STUDENTS are expected to verify as well.

LINCOLNVIEW 7-12 LIBRARY/MEDIA CENTER

The Library/Media Center is a multi-group, multi-use environment. It is stocked with reference materials, books, current magazines and newspapers, for either class reference or recreational reading. The library is open to students before school (8:00 – 8:15) and after school (3:08 – 3:20) or by special arrangement with the Library/Media Specialist. Other times throughout the day, students must have a pass signed by their teacher. No food, drinks, candy or suckers are permitted in the library or the computer lab. The main purpose of the media center is to support and supplement the curriculum; therefore, all students are expected to respect the need for everyone to be able to work in a quiet space.

Loan policies: The loan period for checking out materials is two weeks. Material can be renewed up to 3 times before it must be turned back into the library. Student may check out a maximum of **two** items at a time, unless approved by the Library/Media Specialist. Faculty and staff my check out materials for any length of time. When materials are requested by someone else, a hold can be placed on those items.

TEXTBOOKS AND WORKBOOKS

The textbooks needed for the academic program are loaned to the student free of charge by the Lincolnview Board of Education. The student is to assume full responsibility for the care and condition of the books while they are in his possession. A textbook should remain in good condition for a period of five (5) years. Reasonable wear is to be expected with each year's use, however, extensive or severe damage to the book will be charged to the student. Students may be charged an adjusted price for the book if it is lost, stolen or destroyed.

Some courses have laboratory fees connected due to the nature of the materials used in the daily assignment. The materials are considered consumable and become the property of the students.

Workbooks are used in some courses and are paid for in full by the student. The workbooks are sold to the students for a near cost plus postage amount.

JUNIOR HIGH LATE WORK POLICY

If a student does not complete a homework assignment or project, he/she will be assigned a noon detention. Credit may be lost for late work. This will be a working lunch for the student and the missing assignment must be completed. Noon detentions will be served until work is complete.

JUNIOR HIGH GRADING AND PROMOTION POLICY

Each nine weeks will carry the same grade weight. The final grade for the year will be determined by averaging the four nine week grades together. Attitude, behavior, cooperation, effort and improvement may be considered also when the final grade is computed. All junior high students must pass three of the four major subjects, (language arts, math, social studies, and science) for promotion to the next grade or the student may be retained in the same grade for another year.

PROCEDURES FOR DANCES

A board-approved advisor, students and principal will set up details for any potential dance. A uniformed officer must be employed by the organization and be present for crowd control, along with an appropriate number of adult chaperones.

Junior high students are not invited or allowed to attend any high school dance.

All guests (non-Lincolnview students) must be under the age of 21 and register in advance through the high school office.

Lincolnview High School students may bring a date from another high school, grades 9-12, only if that person's name has been registered in the high school office before the dance.

If any student leaves a dance, he/she is not allowed to return. All students must remain in the area of the building where the dance is being held and in no other part of the building.

Sponsoring groups are responsible for decorating and cleaning up the dance area.

LINCOLNVIEW ABSENCE AND TARDY PROCEDURES

Absence Procedure

1. It is the parents or guardians' responsibility to notify the school by phone when the student will not be at school.
2. If a call from the parent or guardian is not possible, the student should call.
3. If the school does not hear from either of the above within a reasonable time, the office may call to find the reason for the student's absence.
4. A note signed by the parent must be presented to the principal's office upon the students return. If no such note is presented **within 5 days of the return to school, the absence will remain unexcused**. All doctor's slips, parent notes, or phone calls must be turned in within **5 days of the return to school to be considered an excused absence.**
5. The office personnel will issue a form, to returning students, which must be signed by each teacher the child would have had in class the date(s) of the absence. The form is to be returned to the building principal's office after all teachers have signed.

EXCUSED ABSENCE/UNEXCUSED ABSENCE

The following list of circumstances are accepted by the Lincolnview Board of Education as reasons for school absence and will result in an excused absence: personal illness; illness in the immediate family; an emergency in the home or about the home; death of a relative; an approved Family Business Permit; and for seniors, college visitation, file job applications and job interviews. Students may receive an unexcused absence for other absences.

The difference between an excused and an unexcused absence is that the work missed during an excused absence may be made-up by the student for full credit. It is the responsibility of students to give doctor's slips to office personnel. Teachers will be notified by the office in the case of unexcused absences.

MAKE – UP WORK

The Student is responsible for making up all schoolwork **missed during an unplanned absence.** Lincolnview Policy allows a student the equivalent of the number of days missed, plus one, to make up work. For one day absent- The office will not request make-up work from teachers. However, if the absence extends into a second day or longer, parents may call the office and request student's assignments. If the call is received before 10:00 a.m., every effort will be made to gather those assignments from teachers and send them home that day. Requests after 10:00 a.m. will result in the make-up work being sent the following day**.** If a student has an incomplete at the end of a nine weeks or semester, the student will have 2 weeks to make-up work. If the student does not make-up work in the 2-week time frame, the incomplete will turn into an F.

Any student, knowing in advance of an absence, should contact all his/her teachers prior to that absence and get assignments. Make up work is the responsibility of the student.

VACATIONS/ADVANCE NOTICE OF ABSENCE

If a student knows he/she will be missing school for the purpose of family vacation or college visit, that student must fill out an Advance Notice of Absence form. Students will have the form signed by each teacher for homework assignments. All assigned work must be completed and turned in to the teacher upon the student's return. The completed and signed form is due to the office 3 days before the planned absence.

TARDINESS TO SCHOOL

A student tardy to school must report immediately to the building principal's office. A Tardy Slip will be issued to the student and an entry made on the record in the office.

For each three unexcused tardies, the student will receive a detention. Tardies will reset after each nine weeks. There may be additional punitive consequences if the student fails to report for the detention.

- A student must report to school on or before 8:30 to be considered tardy.

TARDINESS TO CLASS

If a student is tardy to class, the teacher will inform the student that he/she is tardy. For each three tardies recorded, the student will receive a teacher issued detention. Tardies will reset after each nine weeks. There may be additional punitive consequences if the student fails to report for the detention.

ATTENDANCE POLICY

A. Students are permitted seven days of absence per semester. Absences in addition to those seven days, will result in unexcused absence with no credit to be made up.

Not to be included in the seven days are medically excused absences (with proper document from medical office), field trips, college visits (JR/SR only and 3 per year) and school sponsored activities. Other absences in this category may be approved by the building administration.

Examples of the 7 day absence policy may include, but not limited to: parent call-ins with note, illness of family member, and vacations (with advance notice of absence form).

B. Students will be marked as unexcused immediately until he/she proves the absence is excused. Once the student returns to school he/she has one week to prove the absence excused.

C. Vacation days taken after 7 days of absence in a semester may be counted unexcused.

D. Student may appeal the unexcused absence policy.

1. Appeals will be presented to the Attendance Appeals Board (JH/HS Staff). The appeal must be submitted in writing. Students may be asked to appear before the Attendance Appeals Board.
2. The appeal must be received within three school days before the end of the semester.
3. The attendance Appeals Board will review the students Excessive Absence Appeal to determine the validity of the appeal. Students and staff will be notified of the board's decision by the final day of the semester.
4. Absences which result in more than the allowed seven, and absences occurring after the appeals board has met, but before the end of the semester, must be reviewed by the board. These appeals must be made within one week.
5. Students due process rights allow that they have the opportunity to further appeal a denial by the Attendance Appeals Board. Therefore, a denial may be further appealed to a panel consisting of the Superintendent of Schools and the local Board of Education. This second appeal must be made prior to the next scheduled Board of Education meeting.
6. It is the student's responsibility to complete this appeal process and submit all make-up work immediately upon the return

E. Up to 3 unexcused days per semester may be made up by serving a SATURDAY/WEDNESDAY SCHOOL for each unexcused absence.

F. Serving the SATURDAY/WEDNESDAY school will allow credit to be made up by the student.

G. The SATURDAY/WEDNESDAY school must be served in the next possible SATURDAY/WEDNESDAY school after the unexcused absence unless prior arrangement is made and mutually agreed upon. Sports practices, contests or work are not valid reasons for postponing SATURDAY/WEDNESDAY school.

H. 1/2 day absent = students who sign out before 12:55 and miss more than one class.

I. Excused early departure =students who sign out after 2:50 p.m.

TRUANCY

House Bill 410 of the Ohio Revised Code (ORC 2151.011) defines "Habitually Truant" as students being unexcused for the following:

1. 30 consecutive hours of instruction or
2. 42 hours of instruction during one calendar month or
3. 72 hours of instruction during one school year.

The parent/s and/or legal guardian of a student who is deemed "habitually truant" will be required to comply with school adopted policies and procedures to address the student's truant behavior. In each case, reasonable and meaningful attempts will be made by the school to notify and engage the student and parents in resolving the truant behavior.

If a student is habitually truant and the student's parent/legal guardian failed to cause the student to resume attendance, the principal will file a complaint with the Juvenile Court and/or take other appropriate intervention actions as set forth in Board policy.

STUDENT SERVICES

MAIN OFFICE

The main office of Lincolnview Junior/Senior High is a business office. It is to be a place where students may come to meet with the principal or guidance counselor, have school-related questions answered, or use, with permission, the telephone on the counter. No student may go beyond the counter without permission from school personnel.

LOST AND FOUND

Items found in an area under the direct supervision of a teacher should be given into the custody of that teacher. However, items found in general areas of the building, such as gymnasium, cafeteria, etc., should be turned in at the high school office, which will serve as the main repository for lost and found items. Articles found are to be immediately brought to the teacher or the office in order that lost articles may be safely returned to their rightful owners.

WORKBOOKS

The classroom teacher will not collect money for workbooks. All book and lab fees are to be paid on an individual basis in the high school office after the student's schedule is set. A receipt for monies paid will be given to the student for proof of payment.

EXTRA-CURRICULAR ACTIVITIES:

The Lincolnview Board of Education has provided an excellent selection of extra-curricular activities for all students who care to participate. It is recommended that each student take part in some area of interest beyond his academic program. The main groups of extra-curricular offerings are academic-related clubs, performance groups and athletics. The clubs and groups sponsored by the school are:

FFA	Student Council	Beta Club
Lincolnview Honor Society	Science Club	
Scholastic Bowl Team	Drama Club	
Industrial Tech. Club	Spanish Club	

The performance groups include plays, cheerleading, band and vocal music. Band and vocal music bear academic credit.

The athletic program at Lincolnview High School has been developed with the idea of providing some sports that would appeal to each student. The teams representing Lincolnview High School in interscholastic competition are:

BOYS:	Baseball	Varsity/Reserve/Jr. High
	Basketball	Varsity/Reserve/Jr. High
	Bowling	Varsity/Reserve
	Cross Country	Varsity/Reserve/Jr. High
	Golf	Varsity/Reserve
	Soccer	Varsity/Reserve (Co-ed)
	Track	Varsity/Jr. High
	Wrestling	Varsity/Reserve/Jr. High
GIRLS:	Basketball	Varsity/Reserve/Jr. High
	Bowling	Varsity/Reserve
	Volleyball	Varsity/Reserve/Jr. High
	Golf	Varsity
	Softball	Varsity/Jr. High
	Track	Varsity/Jr High
	Cross Country	Varsity/Jr. High

COUNSELING SERVICES

The Guidance Office will provide the student assistance in special area of knowledge. Some of these areas are: schedule planning, educational planning, vocational planning, personal problems, and other important matters. Lincolnview School has a partnership with Westwood Behavioral. With proper referrals, access to the Westwood therapist may be available. The school counselor or principal can make these referrals.

COLLEGE VISITATIONS

Students wishing to visit college campuses will be allowed three (3) days excused absence maximum for this purpose. These days may be utilized by **juniors & seniors** to file job applications, have job interviews, college visits, scholarship testing and job shadowing. In all cases above you must notify the high school office three (3) days in advance of your absence. Written permission from your parent(s) should be presented to the high school office before going in either case. These days will count as a non-absence if proper protocol is followed and documentation is provided upon your return. Documentation must be provided by the college/university.

SCHEDULES AND SCHEDULE CHANGES

Both junior high and senior high school students will receive written daily class schedules. Students are assigned required classes as determined by Ohio Minimum Standards. All students have also been given the opportunity to request classes. **Schedule changes (High School only) may be made through the end of the first two weeks of each semester, students may request changes through the guidance and principal's office**. Course changes require the approval of the parents, the class teacher, and the principal/counselor. After the two weeks, class changes will result in failure of the class for that semester. Class changes which will not result in failure may be made at the beginning of the second semester.

STUDENT AIDES FOR GRADES K-12

Students may serve as teacher aides. Students and teachers will adhere to the following guidelines in selection of student aides.

1. Teachers may have only one aide per period.
2. Aides will leave the assigned area only with a teacher-signed agenda book.
3. The student must be enrolled in a minimum of six courses.
4. The student can serve as an aide during one period.
5. The student loses his/her status as an aide for the remainder of the grading period if disciplined with Wednesday school, in-school suspension, or out-of-school suspension.
6. Student aides cannot have any D's or F's. Grades verified each nine weeks.
7. Aides will have the same responsibility with a substitute teacher as they do with a regular teacher.
8. Elementary aides are not to leave the classroom more than one minute before the high school bell will ring.

LHS GRADUATION REQUIREMENTS

(21 Credits required)

English	4 credits	Science	3 credits
Mathematics	4 credits	Phys. Ed.	1/2 credit
Social Studies	3 credits	Health	1/2 credit
Electives	5.5 credits	Financial Literacy	1/2 credit

What It Takes to Earn an Ohio Diploma

Two different sets of graduation requirements exist. These were both discussed during scheduling meetings for all 9-12 grade students. See the office staff for questions.

CLASS RANKING SYSTEM

GPA 60%

Honor Courses 30%

Total Credits 10%

HONORS CLASSES

The following courses* are considered honors classes in the class rank formula:

Spanish 4 or 4 years of foreign language
English III CP
English IV CP
Pre-Calculus/Trigonometry
Calculus
Chemistry
Anatomy
Physics
12 undergraduate semester hours in core courses

* This list may be modified on a yearly basis. Any of these courses taken at Lincolnview for either the purpose of College Credit Plus or high school credit will be considered a Honors Course and not added to the 12 semester hour College Credit Plus bonus.

*** ACT COMPOSITE SCORE (BEST COMPOSITE SCORE THROUGH THE FEBRUARY TEST OF SENIOR YEAR)**

*** PHYSICAL EDUCATON CLASS IS NOT CALCULATED IN THE CLASS RATING SYSTEM**

*** FOR THE PURPOSES OF CLASS RANK, A MAXIMUM OF 28 CREDITS WILL BE CALCULATED**

*** THIS PROCESS WILL FIRST BE CALUCLATED AFTER JUNIOR YEAR OF HIGH SCHOOL.**

VAL/SAL WILL BE DETERMINED BY MAY 1 IN THE GRADUATING YEAR. THE VAL/SAL AT THE CEREMONY MAY NOT BE THE SAME ONCE FINAL TRANSCRIPTS ARE CREATED. THE DISTINCTION WILL REMAIN THE SAME.

CREDITS FOR CLASS STANDING

Freshmen-0

Sophomore-5

Junior-10

Senior-16

All students must be enrolled in a secondary school program for four (4) years before the date of graduation unless proper communication with the counselor's office has taken place.

All students must carry a minimum of six (6) courses per semester. All students are to have one Lancer Time. In order to participate in graduation exercises, a senior must have passed all local board of education required subjects, credits, paid all fees, and met all other requirements set forth by the state Board of Education.

JH/HS GRADING SCALE and GRADE POINTS CHART

Grade		**Grade Points**
A	100-92	4.00
A-	91 -90	3.67
B+	89-87	3.33
B	86-83	3.00
B-	82 -80	2.67
C+	79-77	2.33
C	76-73	2.00
C-	72-70	1.67
D+	69-67	1.33
D	66-63	1.00
D-	62-60	.67
F	Below 60	.00

LINCOLNVIEW HONOR SOCIETY REQUIREMENTS

Membership in the Lincolnview Honor Society shall be based on Scholarship, Service, Leadership, and Character. Candidates shall have spent at least one semester enrolled at Lincolnview and shall be members of the junior or senior class. Eligible candidates shall have a minimum scholastic average of 3.5 and meet requirements in the remaining categories in order to be considered for membership and associated privileges. The application procedure and additional qualifications are outlined in the Honor Society Bylaws; the entire faculty of Lincolnview High School shall take part in selection of members with final determinations made by the faculty council.

DIPLOMA WITH HONORS

SEE COURSE DESCRIPTION HANDBOOK OR SCHOOL COUNSELOR FOR INFORMATION.

HONOR ROLL

Each nine weeks student's Honor Roll shall be listed. The Gold Honor Roll represents those student's with a 3.70 to 4.00 GPA. The Blue Honor Roll represents those student's with a 3.33 to 3.69 GPA.

HIGH SCHOOL COURSE CREDIT

Credit will be granted on semester basis for all year long courses. Therefore, if a student fails the first semester, he/she must repeat the semester course or complete an approved credit recovery course, regardless of the second semester grade, the following year.

COLLEGE CREDIT PLUS

Students entering grades 7-12 can attended classes at community colleges and public colleges/universities to earn high school and transcripted college credit. Students can take classes on campus, online and through some of our teachers here at Lincolnview. Students must notify the school by **APRIL 1st** of their intent to participate in CC+. Students must then apply to the college of their choice by that school's deadline. Students can qualify through their ACT/SAT scores or Compass Test scores.

Students replacing courses that are in the tested areas are still responsible for end of course exams. Also students receive one high school credit for every three semester hour class, with a maximum of 30 semester hours possible a year (120 lifetime). If a student is at the high school for part of the day, the maximum number is reduced accordingly.

Withdrawal after the deadline, failure from a course, or textbook fees once the course has been withdrawn will result in a financial obligation for the families. Also if the course is required for graduation, the student will need to return to the high school for credit recovery.

A meeting will be held each spring to explain College Credit Plus.

JUNIOR HIGH LANCER SKYWAY INCENTIVE PROGRAM

GENERAL REQUIREMENTS FOR ALL CARD HOLDERS

1. No more than 3 EXCUSED absences. No unexcused absences will be allowed (this includes missing 2 or more periods of eLearning class).

2. No Incomplete grades on the card.

3. No suspensions, Wednesday Schools, or Saturday schools (or any consequence with a similar intention).

4. Any instance of cheating will result in the loss of a Skyway card for the next nine weeks.

5. Students must take at least 4 classes at Lincolnview (must be here half of the day).

6. No D's or F's on the grade card.

7. Gold card holders cannot have ANY behavior detentions. Blue card holders may have 1 behavior detention. White card holders may have 2 behavior detentions. Homework detentions will count as follows: 2 or less - no change in card, 3 - reduction of one card, 4 - reduction of two cards.

8. Any Skyway card disagreement needs to be resolved within the 1st two weeks cards are received. In addition to the general requirements: Gold card holders - all A's and one B Blue card holders - all A's and B's (must have 2 A's) White card holders - all A's, B's, and C's (no more than 4 Cs)

1. All junior high teachers will participate in the Skyway program. Each teacher may choose how to accept the Skyway passes - they may be used for homework, projects, tests, extension of time on an assignment, bonus, etc. Teachers must accept one pass, but they may choose to accept more than one.
2. If a student has a suspension, they will lose the ability to participate in the trip for THAT nine weeks (earned 2nd nine weeks, no attendance in the 2nd nine weeks trip)

TITLE IX COORDINATOR

(non-discrimination on the basis of gender)

Name Nita Meyer

Office Elementary School Principal

Tele. No. 968-2351

SECTION 504 COORDINATOR

(non-discrimination on the basis of handicap/disability)

Name Maria Clawson

Office Director of Special Education

Tele. No. 968-2351

Questions or requests for information should be directed to the appropriate office or person.

STUDENT CONDUCT

Students are expected to conduct themselves in such a way that they respect and consider the rights of others. Students of the district must conform to school regulations and accept directions from authorized school personnel.

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. The Superintendent/designee develops regulations which establish strategies ranging from prevention to intervention to address student misbehavior.

Students and parents annually receive, at the beginning of the school year or upon entering 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.

If a student violates this policy or the 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.

The Student Code of Conduct is made available to students and parents and is posted in a central location within each building.

LEGAL REFS: ORC 3313.20; 3313.534; 3313.66; 3313.661; 3313.662; OAC 3301-35-03

Board Policy: Adopted May, 1998 by Board of Education

DUE PROCESS RIGHTS

The Board of Education recognizes that students waive certain constitutional rights, regarding their education.

Accordingly, the Board established the following procedures:

A. **Student subject to out of school suspension:**

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

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.

2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.
4. Within one (1) school day of the suspension the principal or other administrator will notify the parents, guardians, or custodians of the student and the Treasurer of the Board. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
5. Notice of this out of school suspension will also be sent to the:
   a. Superintendent:
   b. Board Treasurer:
   c. student's school record (not for inclusion in the permanent record).
6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

Appeal of Suspension to the Board or its designee

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

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent.

Appeal to the Court

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

B. **Students subject to expulsion:**

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

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

Appeal of Expulsion to the Board

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the superintendent to the board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the board or its designee. A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian. The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent's office.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under state law, the decision of the Board may be further appealed to the Court of Common Pleas.

C. **Students subject to emergency removal:**

Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.03 - Emergency Removal.

D. **Students subject to permanent exclusion**

Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.01 -Permanent Exclusion of Non-disabled Students.

E. **Students subject to suspension from bus riding/transportation privileges:**

Students whose conduct warrants suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.04 - Suspension of Bus Riding/Transportation Privileges.

The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or non-interscholastic extra-curricular activities.

R.C. 3313.20, 3313.66, 3313.661

LINCOLNVIEW LOCAL SCHOOLS
CODE OF STUDENT CONDUCT

The Board of Education shall, in compliance with state law establish procedural standards for the removal, suspension and expulsion of students from public schools as stated in Amended Substitute House Bill #421, amended section 33.13.661; Ohio Revised Code. The Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning, and that stated disciplinary action be enforced against those who would prevent or destroy such an environment.

The rules, regulations and standards set forth apply to conduct on school premises or on school buses or involving school property, to conduct on/off school premises which directly affects other students or the school, and to conduct at school functions of any kind. (Any conduct which causes or which creates a likelihood that it will interfere with the health, safety or well-being, or the rights of other students is prohibited.)

The preceding standard is a general standard that is to be used as a guide by all students. Not all acts of misconduct can be itemized. The following is an enumeration of some of the main areas of misconduct which will lead to disciplinary action in the form(s) of: counseling; parental conferences; additional assignments; detention; in-school assignment; removal; suspension; and/or expulsion; referral to the proper authorities. Discipline assigned as a result of an infraction may be progressive as multiple violations occur.

A. Inappropriate behavior – A student shall not behave in a disrespectful, belligerent, or in an otherwise inappropriate manner toward school officials or students.

B. Dress, grooming, or appearance in a fashion which disrupts the educational process and/or constitutes a threat to the safety of the individual and/or other persons or in a fashion which is immodest and/or inappropriate. This includes any clothing, jewelry, hair etc. that draws undo attention to the student. Students shall not wear any apparel with slogans or images that are contrary to the values of the Lincolnview Community, that advertise tobacco, alcohol, or illegal drugs, or that contain sexual innuendo. Underwear or bras cannot be exposed. Shoulders should not show when wearing shirts (Two-inch width on tank tops). Hats may be worn before or after school and must be kept in student locker. Violators may be asked to change clothes, contact parents to bring clothes to school, be asked to drive home to change clothes (unexcused absence), or be assigned detention or Wednesday school. Final judgment rests with the administrator.

C. **Failure to attend detention**- When a student does not attend an assigned detention, the student may receive additional discipline- he/she may receive Wednesday School.

D. The unauthorized sale or distribution, the act of selling or distributing or attempting to sell or distribute any object or substance which has not been authorized for sale or distribution by the building principal to any person on property owned by the Board of Education.

E. Failure to comply with the directions of teachers, student teachers, school aides, bus drivers, principals, and/or authorized school personnel. Teachers are authorized to make rules that apply in their areas of instruction and supervision which will aid in efficient operation. A request or directive made by a teacher shall be promptly complied with by pupils

F. Failure to comply with the driving and parking regulations on or near school property. This includes reckless and unsafe operation of vehicles, failure to give right-away to departing school busses, and failure to park in the assigned areas as directed.

G. Forging, the act of falsely using, in writing, the name of another person or falsifying times, dates grades, addresses, or other data on school forms, or correspondence directed to the school. This shall include lying to a school official.

H. Using profane, indecent, or obscene language including underground newspapers either verbally or in writing toward any student, teacher, or any other person. In case of an employee, this may be enforced off school property as well as on school property. Included in this prohibition would be the use of obscene gestures, signs, pictures or publication.

I. Cheating: on teacher assigned work or on tests and including plagiarism.

1st Offense - Consequences determined by teacher classroom procedures

2nd Offense - Disciplinary action may be taken and parent contacted

J. Repeated Acts of Misconduct: as multiple violations occur, disciplinary action may be progressive in nature.

K. Unexcused Absence/Truancy from classes.: Unexcused absence results in loss of credit and may include disciplinary infractions.

L. Cell Phones or Portable Electronic Devices (PEDs), Including smart watches:

Cell Phones in Schools: To support school environments in which students can fully engage with their classmates, their teachers, and instruction, the Board of Education of Lincolnview Local School has determined the use of cell phones by students during school hours should be limited. Research shows that student use of cell phones in schools has negative effects on student performance and mental health. Cell phones distract students from classroom instruction, resulting in smaller learning gains and lower test scores.

I. **Applicability** This policy applies to the use of cell phones by students while on school property during the entire school day (8:15-3:08).

II. **Use of Cell Phones** Students are prohibited from using cell phones at all times.

III. **Exception** Nothing in this policy prohibits a student from using a cell phone for a purpose documented in the student's individualized education program developed under Chapter 3323 of the Ohio Revised Code, a plan developed under section 504 of the "Rehabilitation Act of 1973," 29 U.S.C. 794, or as permitted under the building's comprehensive emergency management plan adopted under section 5502.262 of the Revised Code. A student may use a cell phone or other electronic communication device to monitor or address a health concern if the school board receives a written statement from the student's physician requiring such use.

IV. **Cell Phone Storage** Students shall keep their cell phones concealed at all times.

V. **Violations**- If a student violates this policy, a teacher or administrator shall take the following progressive disciplinary measures (violations will reset each nine weeks):

1st Offense- • Give the student a verbal warning and require the student to store the student's cell phone in accordance with this policy and the warning is recorded.

2nd Offense -• Place the student's cell phone in the JH/HS office for the remainder of the day.

3rd-Offense -• Place the student's cell phone in the school's office to be picked up by the student's parent or guardian with a detention assigned

M. Accumulation of Detentions: Once a student has accumulated 3 detentions (either teacher-issued or administrative) a Saturday/Wednesday School may be assigned.

Major Offenses: the following offenses and will be dealt with more severe disciplinary action. First offense may include suspension from school with possible recommendation for expulsion.

N. Threatening, intimidating or abusive behavior, causing or attempting to cause physical injury or harm to any student or employee. This shall include verbal harassment, bullying, physical harassment, sexual harassment and harassing gestures. Court actions may be taken if deemed necessary. Any false reports of bullying or harassment may also fall under this rule.

O. Stealing, possessing stolen property, causing damage to, or destroying school or private property. This shall include actions that damage or actions that have the potential to damage employee's property on and off school grounds any time of the day or night. Students and their parents (guardians) will be held financially responsible for the vandalism that the student commits on school property. Legal action may be taken if deemed necessary.

P. Fireworks or explosives unauthorized possession, use or threatened use of any fireworks, explosives and instruments capable of inflicting physical or bodily harm.

Q. False Alarms or tampering with safety equipment, the act of initiating a fire alarm, emergency drill, or catastrophe procedure without reasonable cause.

R. Possessing, consuming or show evidence of having consumed any alcoholic beverages, prescription drugs, or illegal drugs while in the school building, on the school grounds, at any school activity and/or on school buses. This includes betel nut and betel nut products.

S. Possessing, consuming or show evidence of having consumed any kind of tobaccos, cigarette lighters, E-cigarettes, vapor pens, or smoking accessories in school buses, school buildings on school grounds or at any other school sponsored activities.

T. Dangerous Weapons in Schools: Students are prohibited from bringing a firearm, knife, or look alike on school property, in a school vehicle or to any school sponsored activity. The definition of a firearm shall include any weapon (including a starter gun or bb 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 which includes but is not limited to any explosive, incendiary, or poisonous gas; bomb, grenade, or rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, minor device similar to any of the devices described above.

U. Failure to comply with attendance regulations and procedures may result in referral to the Van Wert County Juvenile Court according to local and State attendance procedures.

It should be noted that other possible student conduct reaching the gravity of the above examples, in terms of persistent disobedience or gross misconduct may also serve as grounds for suspension or expulsion.

Definitions of Infractions:

In-School Assignment: The student is removed from the academic and social areas of school, and placed in an alternative education program, which is located in the high school. Work completed during the in- school assignment shall earn credit and these days will not count as absences from classes.

Out-of-School Suspension: The student is removed from school property, and not allowed to re-enter until the end of the suspension. Students are permitted to make up credit for work that is submitted immediately upon the return of suspension with a 40% reduction in grade. It is the responsibility of the suspended student to collect assignments and make arrangements for work that is missed during the time of suspension.

Expulsion: The student is removed from school property a set number of days as specified by the local Superintendent and/or State law.

SATURDAY/WEDNESDAY SCHOOL

1. Saturday School will be 8:00-10:00 AM and Wednesday School will meet from 3:15-5:15 PM in the lecture hall. Students must be present by 8:00/3:15 and will not be dismissed early for any reason except an emergency.
2. Students will need to bring homework, classwork, and any other materials to complete assignments.
3. Saturday/Wednesday school may be used as a disciplinary infraction or a way to serve time for unexcused make-up work (See Attendance Policy). Any student not attending a Saturday/Wednesday school placement or dismissed from Saturday/Wednesday school because of misconduct may be suspended from school and/or reassigned to Saturday/Wednesday school at a later date.
4. All normal rules and regulations that apply to regular school also apply to Saturday/Wednesday school.
5. Other rules and regulations will be explained by the supervisor of the Saturday/Wednesday school session and are at his/her discretion.

LINCOLNVIEW LOCAL SCHOOL BUS RULES

All bus drivers are responsible for the regulations listed below, when transporting students on board owned buses.

Please review with your child/children the bus rules and the importance of following the rules as we strive to continue safely transporting our child/children to and from school. The bus driver has a multitude of rules and regulations that must be followed to ensure that your child is safe during transportation as well as the pick-up and drop off at their designated stops. You as parents can assist the driver by encouraging your child/children adhere to the bus rules listed below.

(A) The school bus driver's authority and/or responsibility to maintain control of the pupils.

(B) The pupil's right to "due process" as provided for by the policies and procedures of the educating agency.

(C) Pupil management and safety instruction policies shall include the following:

(1) Pupils shall be waiting on the bus or arrive at the bus stop before the bus is scheduled to arrive.

(2) Pupils must wait in a location clear of traffic and away from the bus stops.

(3) Pupils must wait in a location clear of traffic and away from the bus stop. Never CROSS in front of the bus until the driver signals for you to do so.

(4) Behavior at the school bus stop must not threaten life, limb or property of any individual.

(5) Pupils must go directly to an available or assigned seat so the bus may safely resume motion.

(6) Pupils must remain seated keeping aisles and exits clear.

(7) Pupils must observe classroom conduct and obey the driver promptly and respectfully.

(8) Pupils must not use profane language.

(9) Pupils must refrain from eating and drinking on the bus except as required for medical reasons.

(10) Pupils must not use tobacco on the bus including electronic cigarettes.

(11) Pupils must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student.

(12) Pupils must not throw or pass objects on, from or into the bus.

(13) Pupils may carry on the bus only objects that can be held in their laps (see paragraph (J) of Rule 3301-83-20 of the Administrative Code).

(14) Pupils must leave or board the bus at locations to which they have been assigned.

(15) Pupils must not put head or arms out of the bus windows.

LOSS OF BUS RIDING/TRANSPORTATION PRIVILEGES

Students on a bus or other authorized Board of Education transportation vehicles are under the authority of and directly responsible to the bus/vehicle driver. The driver has the authority to enforce the established regulations for bus/vehicle conduct. Disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student.

A student may be suspended from school bus/vehicle riding privileges for all or part of a school year for any violation of established regulations for bus conduct and/or for conduct occurring on the bus/vehicle in violation of the Student Code of Conduct/Student Discipline Code. (See Form 5610 F4 and Form 5610 F5.)

Before a suspension from bus/vehicle riding privileges is imposed, the Superintendent or other designated District personnel will provide a student with notice of an intended suspension and an opportunity to appear before the Superintendent or other designated District personnel. Disciplinary suspension periods will be commensurate with the infraction(s) committed as determined by the Superintendent or designated District personnel.

Any additional guidelines regarding conduct on school buses/vehicles, as well as general information about the school transportation program, will be made available to all parents and students and posted in a central location.

R.C. 3319.41, 3327.01, 3327.014

A.C.3301-83-08

ANTI-HAZING POLICY

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

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

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

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

HARASSMENT, INTIMIDATION, AND BULLYING POLICY

Harassment, intimidation, or bullying behavior by any student/school personnel in the Lincolnview 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 House Bill 276, 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/school personnel 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 student/school personnel 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 student/school personnel.

C- If you witness bullying put a note in the anonymous box labeled bullying in the high school office counter. Students should list name of student being bullied and who is doing the bullying.

LINCOLNVIEW HIGH SCHOOL ATHLETIC CODE

Use/possession of Alcohol, Tobacco, and Drugs

First Offense

A. A student-athlete who is found in violation for the first time will be denied participation for 15% of the contests scheduled **(the next scheduled event or events played after the violation)** if they agree to participate in a substance abuse treatment program or tobacco education program. This program must be approved by the principal and athletic director and be paid for by the student-athlete who was in violation.

B. If the student-athlete does not participate in a substance abuse program or tobacco education program, he/she will be denied participation in 30% of the contests scheduled.

C. If the student-athlete chooses to participate in the substance program or tobacco education program, the initial consultation of the program must be completed before the denial of participation is reduced. If the program is not completed by the end of the season, the remaining penalty will be applied to the next sport in which the student-athlete participates.

*Suspension example: 1.4 and below equals 1 event. 1.5 and above equals two events.

Second Offense

A. A student-athlete found in violation for a second offense shall be denied participation for one calendar year.

Third Offense

A. A student-athlete found in violation for a third offense shall be denied participation for the remainder of his/her high school career. Potentially, after one calendar year of suspension has been served, the student may apply for reinstatement.

*All above offenses must be reported by a reliable source. The superintendent, principal, and athletic director will determine the validity of any reliable source.

I. Conduct Unbecoming a Lincolnview Student-Athlete: This includes, but is not limited, to fighting, immoral conduct, public profanity or obscenity, criminal acts, insubordination, and lying to a school official. Punishment will be in accordance with the severity of the infraction and will be determined by the principal and athletic director.

First Offense

A. The student athlete may be denied participation in one, two, or three contests or may be denied participation for the remainder of the season.

Second Offense

A. The student-athlete may be denied participation in two or three contests or may be denied participation for the remainder of the season.

II. In order to ensure "due process" proper hearings will be held before the high school principal, athletic director, assistant athletic director, and the coach involved. Parents have the right to attend any due process hearing.

III. Coaches of the various sports may also incur other training rules (i.e. bed time hours, eating habits, wearing apparel, etc.) with a provision for suitable punishment. Student-athletes violating these rules consistently may be handled as Conduct Unbecoming a Lincolnview Athlete.

IV. Parent-coach relationships: Lincolnview High School encourages and promotes positive parent/coach relationships such as conferences and meetings.

Parents or spectators' verbal or physical abuse of a coach, player, or official will not be tolerated. Violations of this rule could result in the denial of the individual to attend home or away athletic events. Decisions concerning this rule will be made by the superintendent, principal, and athletic director.

V. Eligibility – To be eligible to participate in athletics, practices or games, a student must conform to the following:

A. Attend school for one half of the school day unless otherwise excused by the administration. One half day is defined as being present for four periods, 1-4 or 4-7.

B. Adhere to the requirements, rules, and regulations of Lincolnview High School.

C. Adhere to the requirements of the OHSAA by having the following documents signed and on file in the Athletic Department office:

1. Pre-participation physical form
2. OHSAA Authorization form
3. Ohio Department of Health Concussion Information form
4. Sudden Cardiac Arrest information form

D. Have a physical exam performed by a properly licensed medical professional which clears the student for participation in all sports without restriction.

E. Not be under disciplinary action imposed by an administrator (no contests or practices during this time, weekends included).

F. Comply with all rules and requirements of the coach.

G. As per board approval, the minimum GPA for participation in interscholastic extracurricular activity in grades 7-12 is 1.25 with no more than 1 (one) "F." Additionally, the OHSAA requires an athlete to have passing grades in a minimum of five, one credit courses, or the equivalent, in the immediately preceding grading period.

H. Athletes ruled academically ineligible have permission to practice during this time at the discretion of the coach. Ineligible students are not allowed to compete in a scrimmages or contests until they are ruled eligible.

I. Fair Attendance- Attendance at school will be handled the same as a typical day at school for athletic participation purposes. Students must be in school for at least one-half day to be eligible to participate in practices or games. The only exception to this is if a student is on the Junior Fair

Board and his/her attendance at the fair is required. Then the absence will be considered a non-absence and the student will be permitted to participate without school attendance.

J. Unlike suspensions or expulsions, athletic denial of participation may not be appealed.

STUDENT EDUCATION TECHNOLOGY ACCEPTABLE USE AND SAFETY

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board provides Education Technology so that students can acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board of Education provides students with access to the Internet for limited educational purposes only and utilizes online educational services to enhance the instruction delivered to its students. The District's Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of the District's personal communication devices (that is, according to Policy 5136, computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, and any other web-enabled device), network, and Internet connection and online educational services ("Education Technology" or "Ed-Tech").

This policy and its related administrative guidelines and the Student Code of Conduct also govern students' use of the their personal communication devices (that is, according to Policy 5136, computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, and any other web-enabled device), when connected to the District's network, the District's Internet connection, and online educational services ("Education Technology" or "Ed-Tech").

The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Education Technology. Users have no right or expectation to privacy when using the Ed-Tech (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the network and Internet).

First, and foremost, the Board may not be able to technologically limit access, through its Education Technology, to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

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

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

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable or controversial. Parents of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

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

A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications;

B. the dangers inherent with the online disclosure of personally identifiable information;

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", etc.), cyberbullying and other unlawful or inappropriate activities by students online; and

D. unauthorized disclosure, use, and dissemination of personal information regarding minors.

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.

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

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its

accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the Education Technology. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response. All Internet users (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

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

Students and staff members are responsible for good behavior on the Board's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not sanction any use of the Education Technology that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines.

Students shall not access social media for personal use from the District's network, but shall be permitted to access social media for educational use in accordance with their teacher's approved plan for such use.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users of the Board's Education Technology are personally responsible and liable, both civilly and criminally, for uses of the Ed-Tech not authorized by this Board policy and its accompanying guidelines.

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

Lincolnview HS-JH Student 1:1 Chromebook Technology Initiative

Chromebook Loan Agreement

One Chromebook and charger is being loaned to the student and is in good working order. This may be the device the student had the previous year. It is the student's responsibility to care for the equipment and ensure that it is retained in a safe environment. The student may not deface or destroy this property in any way.

This equipment is, and at all times remains the property of Lincolnview Local Schools and is herewith loaned to the student <u>for educational purposes only</u> for the academic school year. The equipment will be returned when requested by Lincolnview Local Schools, or sooner, if the student withdraws from Lincolnview Local School prior to the end of the school year.

Students can take their Chromebook equipment home at night during the school year.

Lincolnview will also provide safe charging-locations for families who would rather keep their Chromebooks at school overnight. All school-related Chromebook activities can be performed on any computer, and essentially all other computing and smart devices (i.e. desktops, laptops, android, iPads, smartphones, etc.). Please contact the Technology Coordinator directly if you want your child's Chromebook to remain at school.

The student acknowledges and agrees that his or her use of the District property is a privilege (not a right) and that by the student's agreement to the terms hereof, the student acknowledges his or her own responsibility to appropriately use, protect and safeguard the District property and to return the same in good condition upon request by Lincolnview Local Schools.

Unauthorized or Inappropriate use of the machine may result in the student losing his or her right to use the Chromebook. At any time, staff may inspect and/or monitor any Lincolnview Chromebooks and/or user account. The Director of Technology, Teachers and building principals are responsible for determining what constitutes unauthorized or inappropriate use. The principal may deny, revoke or suspend access to the Network/Internet to individuals who violate the Board's Acceptable Use and Internet Safety Policy (Policy 7540.03) and related Guidelines, and take such other disciplinary action as is appropriate pursuant to the Student Code of Conduct.

The District property may be used by the student only for non-commercial purposes, in accordance with District's policies and rules, the District Acceptable Use and Internet Safety Policy (Policy 7540.03), as well as the local, state, and federal statutes.

Students may not make any hardware or software changes to the Chromebook and its operating system, or install or use any software/apps other than software owned and approved by the District and made available to the student in accordance with this receipt and agreement. The student agrees to use their best efforts to assure that the District property is not damaged or rendered inoperable by any electronic virus while in the student's possession.

One Lincolnview Google User Account with specific privileges and capabilities has been set upon the Chromebook for the exclusive use of the student to which it has been assigned. The student agrees to make no attempts to change or allow others to change the privileges and capabilities of this Chromebook and/or user account.

A Lincolnview Google/Gmail account will be available for each student to use for appropriate, academic application and communication with other students and staff members only. The email is only for communication within the school district. The student may not make any attempt to add, delete access, or modify other users' accounts on any school-owned Chromebook or computer.

The Lincolnview Local Schools network is provided for the academic use of all students and staff. The student agrees to take no action that would interfere with the efficient, academic use of the network.

Identification labels have been placed on the Chromebook. These labels are not to be removed or modified. If they become damaged or missing, the student should contact the technology department or principal for replacements. Additional stickers, labels, tags or markings of any kind are not to be added to the Chromebook.

Chromebook Loan Agreement - Parent/Guardian Responsibilities

Your son or daughter has been issued a Chromebook to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer:

- When using the Chromebook at home, at school, and anywhere else the student may take it, I will require that my child follows the policies of Lincolnview Schools, especially the Student Code of Conduct and the Acceptable Use and Internet Safety Policy (Policy 7540.03), and abide by all local, state, and federal laws,
- I will supervise my child's use of the Chromebook outside the school environment,
- I understand that it is permissible to connect Chromebooks to offsite Wifi,
- I will discuss our family's values and expectations regarding the use of the Internet and email,
- I will supervise my child's use of the Internet and email,
- I will not attempt to repair the Chromebook, nor will I attempt to clean it with anything other than a soft, dry cloth,
- I will not allow my child to bypass District provided content filters in any way,
- I will report to the school any problems with the Chromebook,
- I will not change, load or delete any software from the Chromebook,
- I will make sure my child recharges the Chromebook battery nightly,
- I will make sure my child brings the Chromebook to school every day,
- I understand that if my child comes to school without the Chromebook, I may be called to bring it to school,
- I agree to make sure that the Chromebook is returned to school when requested and upon my child's withdrawal from Lincolnview Local Schools.

Chromebook Loan Agreement - Student Responsibilities

Your Chromebook is an important learning tool and is to be used for educational purposes only. In order to take your Chromebook home each day, you must be willing to accept the following responsibilities:

- When using the Chromebook at home, at school, and anywhere else I may take it, I will follow the policies of Lincolnview Schools, especially the Student Code of Conduct and the Acceptable Use and Internet Safety Policy (Policy 7540.03), and abide by all local, state, and federal laws,
- I will treat the Chromebook with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby
- I will always carefully pack and prepare my Chromebook for transport and/or storage,
- I will not lend the Chromebook to anyone, not even my friends or siblings; it will stay in my possession at all times,
- I will not change, load or delete any software onto the Chromebook,
- I will not remove programs or files from the Chromebook,
- I will make no attempt to alter the Chromebook's Operating System,
- I will make no attempt to alter the Chromebook connection from Lincolnview Google Apps for Education,
- I will make no attempt to bypass District provided content filters in any way,
- I will bring the Chromebook to school every day,
- I will not use my Chromebook to access personal email accounts not pertaining to classroom activities,
- I agree that email and document sharing (or any other computer communications) will be used only for appropriate, legitimate, and responsible communication for educational purposes,
- I will keep all accounts and passwords assigned to me secure, and will not share these with any other students,
- I will not attempt to repair the Chromebook,
- I will return the Chromebook when requested and upon my withdrawal from Lincolnview Local Schools.
- I will report any issues associated with my Chromebook (damage, lost, etc.) IMMEDIATELY to the administration, teacher, and/or technology department.

Chromebook Loan Agreement - Taking Care of Your Chromebook

NOTE: The leading Chromebook-damaging actions that Lincolnview students have paid-for since instituting our 1:1 initiative are dropping and/or crushing the

Chromebook; consequently, damaging internal components – usually the battery and/or system board. Please pay special attention when placing, carrying, packing, storing and transporting your Chromebook.

Daily Use

- Power cords, cables, USB devices, and data cards must be inserted carefully into the Chromebook to prevent damage.
- Make sure all cables, devices and cards are removed before moving or packing your Chromebook
- Students are responsible for keeping their Chromebook battery charged for school each day.
- The Chromebook screen can be damaged if subjected to rough treatment.
- Do not lean on the top of the Chromebook when it is closed.
- Do not place anything near the Chromebook screen and keyboard that could damage the screen.
- Avoid using any sharp object(s) on the Chromebook.
- Do not "bump" the Chromebook against lockers, walls, car doors, or floors.
- Never throw a book bag that contains a Chromebook.
- Never place a Chromebook near food, liquids, heavy, or sharp objects.

Safe Keeping

- Chromebooks must never be left in an unlocked locker, unlocked car or any unsupervised area.
- When not in your personal possession, the Chromebook should be in a secure, locked environment.
- Unattended Chromebook will be collected and stored in the school's office.
- Each Chromebook has the ability to be remotely located. Modifying, disabling or attempting to disable the locator is a violation of the acceptable use policy and grounds for disciplinary action.
- Each Chromebook has a unique identification number and at no time should the numbers or labels be modified or removed.
- Do not lend your Chromebook to another person. Each Chromebook is assigned to an individual and the responsibility for the care of the Chromebook solely rests with that individual.
- Never expose a Chromebook to long-term temperature extremes or direct sunlight. An automobile is not a good place to store a Chromebook.
- The Chromebook is an electronic device and care must be exercised when handling the Chromebook.
- Do not attempt to gain access to the internal electronics or repair your Chromebook.
- If your Chromebook fails to work or is damaged, report the problem to the Technology Department as soon as possible.

Appearance

- Do not write, draw, add stickers or labels that are not the property of the school.
- Each Chromebook is identifiable. Do not remove any school ID tags or labels.

Cleaning

- Use only a clean, soft cloth to clean the screen, no cleansers of any type—no window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasive material.

Technology Fee

All students are assessed Lincolnview technology of $40. This fee includes but not limited to costs associated for internet, Wi-Fi, Chromebook protection/repairs, and Chromebook usage. There will be a household maximum charge of $100 for the technology fee. The Technology Director reserves the right to assess additional fees for excessive, deliberate, and/or repeated damages. These potential fees would cover only the repair costs for excessive/deliberate/repeated technology damage.

FERPA

Parents and students can file a complaint if they believe their rights under Federal Law (Family Educational Rights and Privacy Act and Protection of Pupil Rights Amendment) have been violated. Contact person is Mr. Jeff Snyder, 15945 Middle Point Rd., Van Wert, OH 45891. Phone number is 968-2214.

SUMMARY

The contents of this STUDENT HANDBOOK are meant to aid the student in his/her years at Lincolnview Junior/Senior High School. Questions may arise that are not covered in the handbook, therefore, check with the staff or administration for answers.

The school counselor, staff and administration are always willing to assist each student in his/her own personal program. The best education for each individual is the primary goal at Lincolnview Schools.

Lincolnview Local School Board of Education

Ashley Breese
Eric Germann
Michelle Gorman
Lori Snyder
Mark Zielke