Richland-Bean Blossom Community School Corporation

EDGEWOOD HIGH SCHOOL

Caring. Daring. Preparing.

"Home of the Mustangs"

2026-2027 Parent/Student

Handbook Addendum

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WELCOME TO EDGEWOOD HIGH SCHOOL 2026-2027

The faculty, staff, and administration welcome you to Edgewood High School. It is our sincere hope that you will find this year challenging, exciting, and rewarding. Your success in school will depend upon the development of effective study habits, regular attendance, and self-discipline.

The goal of EHS is for each student to achieve his/her greatest potential. To reach this goal, there must exist a cooperative effort on the part of *students, teachers, administrators, parents, and the community.* We urge your cooperation in this venture and assure you that the results will be well worth the effort.

It is generally recognized that participation in school activities increases one's academic success. For this reason, all of us at EHS encourage you to become involved in the wide variety of activities that will occur this year. Participation in school activities generates a sense of loyalty and pride. Remember – this is YOUR school. Plan to attend extracurricular events and show your Mustang Pride.

Have a great year by making every attempt to gallop with the Mustangs.

EHS DAILY SCHEDULE

	Period 1	Period 2	Homeroom: Mon --- Mustang Time: Tues, Thurs, Fri	Period 3	Period 4/A	Period 4/B	Period 4/C	Period 5	Period 6	Period 7
Monday Tuesday Thursday Friday	7:30-8:15	8:20 - 9:05	9:10 - 9:40	9:45 - 10:30	Lunch A 10:30- 11:00 --- Class 11:05 - 12:00	Class 10:35 - 11:00 --- Lunch B 11:00 - 11:30 --- Class 11:35 - 12:00	Class 10:35 - 11:30 --- Lunch C 11:30 - 12:00	12:05 - 12:50	12:55 - 1:40	1:45 - 2:30

		Period 1	Period 2	Period 3	Period 4/A	Period 4/B	Period 4/C	Period 5	Period 6	Period 7
Wednesday	Late Start	8:30 - 9:10	9:15 - 9:55	10:00 - 10:40	Lunch A 10:40- 11:10 --- Class 11:15 - 12:15	Class 10:45 - 11:15 --- Lunch B 11:15 - 11:45 --- Class 11:50 - 12:15	Class 10:45 - 11:45 --- Lunch C 11:45 - 12:15	12:20 - 1:00	1:05 - 1:45	1:50 - 2:30

		Period 1	Period 2	Period 3	Period 4/A	Period 4/B	Period 4/C	Period 5	Period 6	Period 7
	Delay Start	9:30-10:03	10:08-10:40	10:45-11:18	Lunch A 11:18- 11:48 --- Class 11:53 - 12:38	Class 11:23 - 11:43 --- Lunch B 11:43 - 12:13 --- Class 12:18 - 12:38	Class 11:23 - 12:08 --- Lunch C 12:08 - 12:38	12:43-1:16	1:21-1:53	1:58-2:30

EDGEWOOD HIGH SCHOOL
STUDENT HANDBOOK

FOREWORD

This handbook has been prepared to answer many questions students and parents often ask about our school, its policies, and procedures. It is expected that every student and parent will read and become familiar with this book so that misunderstandings can be kept at a minimum.

This handbook will be updated periodically by the administration. School rules and guidelines may be changed at any time upon agreement of the school administration and or school board.

PART I: GENERAL INFORMATION

ACTIVITIES & CLUBS Meetings can be scheduled before, after, and during school. Meetings will be listed on the morning bulletin and over the P.A. No activity will be held without the faculty sponsor and/or necessary chaperones. Meetings during the school day will be scheduled during Mustang Time.

ELECTIONS Class, club and student council officers and members will be elected each spring before the end of school and will serve throughout the following year as long as they continue to meet the eligibility requirements for being an officer and are fulfilling the duties of the office.

Officers in school organizations must meet the following general requirements and whatever additional requirements the organization wishes to impose through a majority vote of the membership and approval of the sponsor. Additional requirements must be in effect for one semester before they can be imposed on any candidate. Officers and student council members must have at least a grade point average of “2.75” on the “4.0” scale based on accumulated averages listed in the office. Officers must be enrolled both semesters for which they are elected and meet standards of good citizenship.

Those candidates seeking election as class officers, or student council officers and members must obtain a nominating petition from the student council, which requires signatures of members of a class who feel that the student should be a candidate. Ballots are printed from the eligible petitions and all marked ballots will be kept in the office for one semester after the election. Council and class officers must receive a majority of all votes cast to be elected. Run-off elections will be held if there is not a candidate with a majority of the votes.

The student council will be in charge of running all general student elections such as class officer elections, student council elections, also prom queen and king elections. Clubs will hold their officer elections during their meetings and must conform to the same eligibility requirements listed above for being an officer.

NATIONAL HONOR SOCIETY National Honor Society is an academic service organization founded in 1921 by the National Association of Secondary School Principals. Second semester juniors who have maintained a GPA of 3.7 or above are invited by letter to apply. Admission to the Edgewood Chapter is determined by the NHS Faculty Council, based on scholarship, leadership, service and character.

VALEDICTORIAN A valedictorian is selected for each graduating class. Requirements are that the person must complete eight semesters, have the highest grade point average in the senior class, and participate in commencement activities. The valedictorian is responsible for a short address

at graduation but it is not mandatory.

SALUTATORIAN The salutatorian of the graduating class must complete eight semesters, rank second in the class, and participate in graduation exercises. The salutatorian is calculated after the seventh semester. The salutatorian is responsible for a short address at graduation, but it is not mandatory.

CAFETERIA Edgewood High School has a closed campus lunch policy. Students are not allowed to leave the school grounds during the lunch period and should remain in the cafeteria or commons. Students should not go into areas where classes are in session in other parts of the building or into the parking lot. Violators may be subject to disciplinary actions.

GUIDANCE SERVICES If you wish to talk to your counselor, sign up on the sheet in the reception area of the counselors' offices. The counselor will send for you when ready. The general counseling load will be divided between three counselors. You may select any counselor for a personal problem.

Counselors can assist students in recommending materials the student may use to improve study habits or find peer tutors to aid students who are having difficulty with studies. They will help you in planning schedules and your individual school program. They will aid you in adjustment to personal problems.

LOCKERS

- Lockers are assigned when you receive your books at the bookstore
- All lockers and storage areas provided for student use on school premises remain the property of the school corporation and are provided for the use of the students subject to inspection, access for maintenance, and search.
- Unapproved locks will be removed and destroyed
- Each student is responsible for their locker and all items in their locker
- Students will NOT share lockers
- Students who vandalize lockers will be responsible for the financial repair or replacement of the locker as well as disciplinary action • All lockers should be cleaned out at the conclusion of the year, items left behind will be thrown away.
- Due to excessive clean-up only magnets may be used for hanging of personal items inside student lockers. Students are responsible for clean-up.
- Outside decorations must have administrative approval.

LOST AND FOUND The front office is the place to take articles that you find and the place to look for your lost items. The office is not responsible for items left unclaimed. Items left at the end of the year will be donated to charity.

RESTROOMS

- Students are expected to use the restroom during passing periods and at lunch
- Passes must clearly indicate a location, and students are to report directly to the indicated location
- If a student becomes ill, report to the nurse, not the restroom so appropriate actions/remedies can be offered

HALL PASSES

- Students leaving any room or assigned location unless accompanied by a staff member *must have an approved hallway SmartPass*.

- Students' hall pass privileges may be revoked for habitual use or disobedience
- Students in the hall without a SmartPass will be sent back to class.

SCHOOL DISMISSAL Students should leave the building immediately after dismissal unless scheduled for an activity supervised by a teacher or coach. Students are not to be in the building for any activity without a sponsor.

PART 2: EXTRA-CURRICULAR ACTIVITIES

CODE OF CONDUCT AND ACADEMICS Extracurricular activities are offered to the students of Edgewood High School as an extension of the curricular program and school life. Extracurricular activities offer the students the opportunity to create life experiences in citizenship, leadership, cooperation and loyalty above and beyond the regular school program. These activities are made up of various clubs, athletics, music, drama, student leadership, prom, dances, RBBYS and other activities. New activities may be proposed and approved or not approved by the administration.

Activities must be self-supporting and have a statement of purpose in line with school objectives, which can be evaluated through a yearly club report. Clubs may be re-chartered or dropped after each evaluation year.

Students should understand that it is a privilege to participate in extracurricular activities. Students that participate in these activities should understand that being a part of the extracurricular program places them in a position to model both good citizenship and academic performance. The rest of the student body typically looks to these students as their leaders and hold them in very high regard. Therefore, it is the charge of these students to accept the responsibility that accompanies such participation as a representative of the school body and school community.

In order to continue to participate in extracurricular activities, the students must remain in the high esteem of the student body and school community. Students must always cooperate with the responsible adult in charge, which includes teachers, coaches, parents, administrators and any other designated persons. Participants will conduct themselves as a good citizen and as a model academic achiever. The principal or his designee shall enforce all rules and regulations as described in the Code of Conduct. The Code will be reinforced by the sponsor during the year and students understand the Code will be enforced throughout the calendar year whether or not they are currently active in an extracurricular activity. Upon Receiving the Student Handbook, Parents/Guardians and students have given consent to accept disciplinary measures should s/he violate the Code. Student participation in athletics is under the guidelines of the IHSAA.

INTERSCHOLASTIC ATHLETICS Edgewood's athletic program consists of three athletic seasons made up of various team sports. To be eligible to participate in athletics students must meet and follow all rules of the Edgewood High School Athletic Department and the Indiana High School Athletic Association. Each athlete must have a physical examination form on file each year before participation. For questions regarding the athletic program, forms, and copies of the athletic rules, see the athletic director.

ECA SEASON DEFINITIONS

- Athletic Season = Season for that particular sport
- Choir = Full year of events
- Band = Full year of events

- Drama = Full year/season
- RBBYS = Season for that sport

ACADEMIC/ATTENDANCE STANDARDS FOR ECA PARTICIPATION

- Students must be enrolled in at least 6 subjects. If a student does not pass the required 5 classes for the nine weeks, he/she is ineligible for the next grading period. At the end of the semester, it is the semester grade that takes precedence. If a student fails for the semester, the period of ineligibility is nine weeks.
- ECA participation is a privilege for students as they move toward graduation, graduation is the ultimate goal. EHS requires students to be earning credits as they are involved in ECA's. In addition to passing the required 5 classes each quarter, students are also required to meet the minimum credit requirements. The following chart sets the determined level of credits required for participation in ECAs.

Sophomore Year		Junior Year		Senior Year	
Fall (incoming)	Spring (incoming)	Fall (incoming)	Spring (incoming)	Fall (incoming)	Spring (incoming)
1	8	15	22	29	36

- Students who are suspended from school or who are absent from school for more than three periods may not participate or attend extracurricular activities on the given evenings of the suspension or absence. If a student is absent from school for more than three periods on the last school day before the weekend or break, the student may not attend extracurricular activities that occur during the weekend or break. Special consideration might be given for dentist/doctor appointments, family emergencies or school-related trips.
- Student ECA participants are expected to be in attendance at school on time the day following any and all evening activities. Failure to do so may result in suspension for the next contest. Exceptions would be approved: pre-arranged absences, school-related functions, medical appointments verified by a doctor's note, a note from a parent explaining any family emergency, or a note from another meeting involving a professional. Students that are too ill to attend school are too ill to participate in practice or games.

CITIZENSHIP STANDARDS FOR ECA PARTICIPATION Students involved in ECA activities are expected to honor all curfews, refrain from possessing or drinking any alcoholic beverages and/or from possessing or using any drugs or illegal substances, avoid any legal or probationary problems, and adhere to all school rules.

Violations of state law, corporation policies, school rules or athletic or ECA standards are subject to disciplinary action as follows: Minor Violation – failure to follow directions regarding specific activities, curfews, etc. will result in discipline administered by the sponsor. Violation of adopted school policy – any violation that results in suspension or expulsion from school will result in the student not being able to participate in any capacity in any and all ECA activities (including athletics) until the conclusion of the suspension or expulsion period.

ECA FLAGRANT VIOLATIONS A review of the established facts and the administration of the suspension will be conducted by the coach, sponsor, Athletic Director and Principal or designee.

An offense will result in the following disciplinary action:

- Category 1 – Students should not violate the conditions of the student drug testing policy.
    - *First Offense* – Students will be suspended for 30 calendar days and/or 25% of the current or next ECA activities as the result of a positive drug test. The suspension will be assessed beginning with the parent/guardian notification meeting. The student and parent/guardian will be required to meet with a school counselor to discuss intervention options. A secondary drug test within the 30 days, yielding a negative result, will be necessary in order to resume participation. A second positive test will constitute a second offense. Once a positive test is obtained the student may be subject to subsequent testing at any time within that calendar year (360 days).
    - *Second Offense* – Upon a second positive drug test, students will be suspended for 90 calendar days and or 50% of the current or next ECA activities. The suspension will be assessed beginning with the parent/guardian notification meeting. An additional drug test at the end of the 90 days, yielding a negative result, will be necessary in order to resume participation. An additional positive test will result in a third offense. Once a positive test is obtained the student may be subject to subsequent testing at any time within that calendar year (360 days).
    - *Third Offense* – Upon a third positive drug test students will be suspended for 365 calendar days from all ECA activities. The suspension will be assessed beginning with the parent/guardian notification meeting. An additional drug test at the end of the 365 calendar days, yielding a negative result, will be necessary in order to resume participation. An additional positive test is obtained the student may be subject to subsequent testing at any time within one calendar year.
    - *Final Offense* – Upon a fourth positive drug test students will be suspended from participation in all extracurricular activities for the remainder of his/her high school career.
- Category 1A –Students selling, possessing, hosting or consuming any substance which is or contains marijuana, CBD oil, a stimulant, a narcotic, a depressant or a hallucinogen without a prescription or over the counter drug as well as paraphernalia or any substance represented by the provider to be any of the listed substances.
    - *First Offense* – Students will be suspended for 30 calendar days and 100% of the current or next ECA activities as the result of selling, possessing, or consuming any substance which is or contains marijuana, a stimulant, a narcotic, a depressant or a hallucinogen without a prescription or over the counter drug as well as paraphernalia or any substance represented by the provider to be any of the listed substances. The suspension will be assessed beginning with the parent/guardian notification meeting. The student and parent/guardian will be required to meet with a school counselor to discuss intervention options. A secondary drug test within the 30 days, yielding a negative result, will be necessary in order to resume participation. A second positive test will constitute a second offense. Once a positive test is obtained the student may be subject to subsequent testing at any time within that calendar year (360 days).
        - Rehabilitation: The student may reduce the penalty to 30 calendar days and 50% of the current and/or next ECA activity by submitting to a substance abuse program of assessment, counseling, screening and/or indicated therapy. The program must have been approved by the Principal and may include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or his parents or guardians. The student will serve the remainder of the entire 30 day suspension beginning with the notification from the Principal that the student has violated any of the stated conditions of the substance abuse program.
        - Self-Reporting: The total penalty will be reduced to 30 calendar days and 25% of the current and/or next ECA activity if 1) the student or the student's parents

or guardians report the violation to the Administration or the ECA sponsor prior to their independent confirmation of a violation and 2) the student submits to a substance abuse program as described above.

- *Second Offense* – Upon second offense students will be suspended for 90 calendar days and 100% of the current or next ECA activities. The suspension will be assessed beginning with the parent/guardian notification meeting. An additional drug test at the end of the 90 days, yielding a negative result, will be necessary in order to resume participation. An additional positive test will result in a third offense. Once a positive test is obtained the student may be subject to subsequent testing at any time within one calendar year.
    - Rehabilitation: The student may reduce the penalty to 90 calendar days and 75% of the current and/or next ECA activity by submitting to a substance abuse program of assessment, counseling, screening and/or indicated therapy. The program must have been approved by the Principal and may include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or his parents or guardians. The student will serve the remainder of the entire 90 day suspension beginning with notification from the Principal that the student has violated any of the stated conditions of the substance abuse program.
    - Self-Reporting: The total penalty will be reduced to 90 calendar days and 50% of the current and/or next ECA activity if 1) the student or the student's parents or guardians report the violation to the Administration or the ECA sponsor prior to their independent confirmation of a violation and 2) the student submits to a substance abuse program as described above.
- *Third Offense* – Upon a third positive drug test students will be suspended for 365 calendar days from all ECA activities. The suspension will be assessed beginning with the parent/guardian notification meeting. An additional drug test at the end of the 365 days, yielding a negative result, will be necessary in order to resume participation. An additional positive test is obtained and the student may be subject to subsequent testing at any time within one calendar year.
- *Final Offense* – Upon a fourth positive drug test students will be suspended from participation in all extracurricular activities for the remainder of his/her high school career.

- Category 2 – Students selling, possessing, hosting or consuming any substance which is or contains alcohol.
    - *First Offense* - The student shall be excluded from 100% of current and/or next ECA activities from the day that the violation is confirmed.
        - Rehabilitation: The student may reduce the penalty to 50% of the current and/or next ECA activity by submitting to a substance abuse program of assessment, counseling, screening and/or indicated therapy. The program must have been approved by the Principal and may include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or his parents or guardians. The student will serve the remainder of the suspension beginning with notification from the Principal that the student has violated any of the stated conditions of the substance abuse program.
        - Self-Reporting: The total penalty will be reduced to 25% of the current and/or next ECA activity if 1) the student or the student's parents or guardians report the violation to the Athletic Director or a head coach prior to their independent confirmation of a violation and 2) the student submits to a substance abuse program as described above.
    - *Second Offense* - The student shall be excluded from 100% of current and/or next ECA activities from the day that the violation is confirmed.

        - Rehabilitation: The student may reduce the penalty to 75% of the current and/or next ECA activity by submitting to a substance abuse program of assessment, counseling, screening and/or indicated therapy. The program must have been approved by the Principal and may include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or his parents or guardians. The student will serve the remainder of the suspension beginning with notification from the Principal that the student has violated any of the stated conditions of the substance abuse program.
        - Self-Reporting: The total penalty will be reduced to 50% of the current and/or next ECA activity if 1) the student or the student's parents or guardians report the violation to the Athletic Director or a head coach prior to their independent confirmation of a violation and 2) the student submits to a substance abuse program as described above.
    - *Third Offense* – Students will be suspended 365 days from all ECA activities. The suspension will be assessed beginning from the parent/guardian notification meeting.
    - *Final Offense* – Upon a fourth offense the student will be suspended from participation in all ECA activities for the remainder of his/her high school career.

ACCUMULATIVE EFFECT Students in violation of category 1 or 1a shall be aware these offenses are cumulative. An offense in category 1a followed by an offense in category 1 will result in a second offense.

Students that are proven to have been in the presence of illegal drugs and/or alcohol will be under a one calendar year probation period. A second similar violation will result in a 10% loss of the current or next ECA season. A third similar violation will result in a 20% loss of the current or next ECA season. More violations will result in increasing the penalty by 10% each offense to a loss of 100% of the current or next season.

- Category 3 – Students who are proven to have possession of or have used tobacco products, including but not limited to E-cigarettes, vapes or electronic smoking devices.
    - *First Offense* – Students will be suspended for 10% of competitions, performances, and functions from current and/or next ECA activity. The Suspension will be assessed beginning from the parent/guardian notification meeting.
    - *Second Offense* – Students will be suspended for 25% of competitions, performances, and functions from current and/or next ECA activity. The competitions, performances, and functions from current and/or next ECA activity. The suspension will be assessed beginning from the parent/guardian notification meeting.
    - *Third Offense* – Students will be suspended for 50% of competitions, performances, and functions from current and/or next ECA activity. The suspension will be assessed beginning from the parent/guardian notification meeting.

- Category 4 –Students who commit crimes that would be deemed a felony or misdemeanor in adult court or acts of delinquency or status offenses:
    - *First Offense* – Students arrested or detained as a juvenile or adult on such a charge will be suspended from participation pending investigation of the incident. Conviction/adjudication of a crime equivalent to a felony in adult court shall exclude the student from ECA participation for one full year (12 months) from the day the violation is confirmed. Conviction/Adjudication of a crime equivalent to a misdemeanor in adult court or *acts of delinquency or status offenses shall be*

suspended from participation in 25% of ECA contests and/or activities. Practice will be at the discretion of the sponsor.
    - *Second Offense* – The second or succeeding offense, either misdemeanor or felony, will bring an ECA suspension for one (1) calendar year.

- Category 5 – Students shall not commit acts of disrespect, vandalism and/or theft:
    - *First Offense* – Students will be suspended from participation in 25% of ECA contests and/or activities. Practice will be at the discretion of the sponsor.
    - *Second Offense* – Students will be suspended for a minimum of one (1) calendar year (12 months) from the day the violation is confirmed.

- Category 6 - Students who are in violation of school rules such as truancy, suspension, classroom disruption or other punishable acts: The participant may further be dealt with within the structure of each sponsor's rules for their activity. If a participant is suspended out of school for any reason they will be ineligible for all contests for the term of his/her suspension. In-School suspension and Out of school suspension students cannot practice during the suspension time.
    - Second and/or Subsequent Offenses – The sponsor may remove the participant from any further activities for the remainder of the season or activity period.

- Category 7 – Specific ECA group or team rules may be set forth by the sponsor of each ECA group. These rules and the penalties for breaking them will be given to the students by the sponsor at the first meeting or practice of that ECA group. These written regulations will be on file with the school office.

****ALL OFFENSES ARE CUMULATIVE.***
*****ALL SUSPENSIONS CAN BE CARRIED OVER TO THE FOLLOWING SCHOOL YEAR.***
******ALL RULES APPLY DURING THE ENTIRE SCHOOL YEAR AND DURING SUMMER.***
*******SUMMER ACTIVITIES CAN BE AFFECTED BY THIS CODE.***

PROM/DANCES The Edgewood High School Junior-Senior Prom is a student activity designed for EHS students and their approved guests. Guests over twenty (20) years old will not be admitted to school dances. Any student wishing to bring a guest must complete and return a guest form by the announced deadline.. Any guest who is not a currently enrolled EHS student and who plans to attend either Prom or any other dance must be granted permission to do so prior to the event. Students who are not at least a Freshman in high school are not permitted to attend any dance sponsored by EHS. In order to attend any other school-sponsored dances, you must be currently enrolled as a EHS student. No guests will be permitted to attend dances other than prom, and only then with prior permission granted by an EHS administrator.

FIELD TRIPS

General Rules for Field Trips and/or ECA events:

- When on a school trip you are representing the school, your community, and your group. Your behavior as an individual reflects upon your reputation and the reputation of your group, school and community. Always conduct yourself in a friendly and courteous manner.
- Students are under the direct supervision of teachers and chaperones. Students should treat all chaperones with respect and do what they ask.
- Students must be in good standing in all classes and/or attendance to attend field trips
- Students are expected to use school provided transportation to and from all field trips or events. Exceptions must have prior written approval from principal or principal designee.

General Rules for Overnight Trips:

- When on a school trip you are representing the school, your community, and your group. Your behavior as an individual reflects upon your reputation and the reputation of your group, school and community. Always conduct yourself in a friendly and courteous manner.
- These general rules will apply for all trips, but there may be additional special rules that are also needed for a particular trip or program. A tentative itinerary and any special rules that are needed should be distributed to students, parents, chaperones, and administrators at least two weeks before the trip.
- No student will be permitted to go on an overnight trip until the "Authorization for Medical Treatment" form used by the school has been filed with the sponsor.
- At least one week in advance of the trip chaperones should meet to discuss rules and be assigned individual students that they are to supervise.
- Those who are not a part of the group are not permitted in student rooms overnight. If you become ill or have any problem you should report to your respective chaperone.
- Students are not allowed in unassigned rooms without a chaperone present.
- Curfew times will be established for the group and you are expected to be in your room with lights out at the times established.
- Chaperones are to check your room daily and at checkout to see that there is no damage to the room or furnishings. Those responsible if damage occurs will pay for the damaged hotel property and are subject to prosecution if the management desires to prosecute.
- Drugs and alcohol will not be tolerated. If you are involved, every attempt will be made to contact your parent to arrange your immediate trip home. Any violation of drug or alcohol possession or usage will result in a permanent career ban of participation in any overnight trip.
- No smoking or use of tobacco products will be permitted.
- Always go in groups of at least two or more when using hotel elevators, going to meals, or whenever you are out of your room. Chaperones should always know where they can find you if you are out of your room.
- Students are expected to use the transportation provided for the group, or particular adult chaperone. Students are not permitted to use rental cars or share transportation with others who are not approved by the sponsor.
- Students who violate the general or special rules established for overnight trips, will be placed under the direct supervision of the chaperone for the remainder of the trip or until they are sent home.
- All overnight trips must be approved by the Board of School Trustees.
- ORGANIZATIONS MAY BE CHARGED A TRANSPORTATION FEE FOR ANY FIELD TRIPS THAT ARE TAKEN.

PART 3: ACADEMICS AND PROGRAMS OF STUDY

ACADEMIC INTEGRITY POLICY

The educational process demands active engagement in the learning process. Students must think about the material at hand; they must practice the skills being taught; they create products that demonstrate their learning. Students and teachers are responsible for honest participation in the learning process. Students have the responsibility of following the expected process and putting forth genuine effort to learn. Teachers have the responsibility of assigning activities that are respectful of a student's time and talent and that the teacher can reasonably expect will result in educational progress.

Occasionally students, purposefully or inadvertently, bypass steps in the learning process through

cheating or plagiarism.

- Cheating is defined as using, providing (or attempting to use or provide) unauthorized assistance, materials, information, or study aids in any form[1].
- Plagiarism is defined as the active or tacit representation of another person or platform's writing or ideas as one's own.

It is the position of Edgewood High School that plagiarism and cheating are serious violations of academic ethics.

The intended effect of this policy is to enhance the learning of any students who cheats or commits plagiarism or who helps another cheat or plagiarize. Students who inadvertently commit plagiarism through oversight or ignorance will receive instruction on how to avoid repeating such occurrences. Students who intentionally cheat will have the appropriate level of consequences for academic dishonesty (outlined below) applied.

A panel will review any referral that is challenged involving plagiarism or cheating. The panel consists of the referring teacher, teacher from a different department, corresponding administrator, and counselor. The duty of the panel will be to review the referral, conduct interviews, determine the level of infraction, if any, and, if an infraction has been found to have been committed, determine the appropriate punishment.

Teachers may exercise professional judgment if they believe an incident is too minor for referral. All teachers are urged, however, to consider referral for the long-term benefit of the student involved and the student body as a whole. Students who are allowed to behave unethically, without consequence, might not learn the significance of dishonesty. Likewise, consistent referrals promote accuracy and equitability within the school database of Academic Integrity violations.

- All academic integrity violations and responses will be documented and tabulated through Harmony.
- Academic Integrity violations brought to the attention of the committee result in identification of infraction level and appropriate response.

Level I Description: This level involves relatively minor infractions, such as the inadvertent failure to cite a source of a quote or idea, paraphrasing a brief passage from a text without attribution or unauthorized and/or uncited use of AI.

Level I Possible Consequences:

- Counseling regarding academic integrity and possible reassignment of work in a new form.
- Possible partial or total loss of points for the assignment with no opportunity for make up or extra credit.
- Ideally, consequences for Level I infractions display creative efforts to help students learn from their mistakes.

Level II Description: This level involves blatant cheating or plagiarism. Level II infractions include duplicating work from an information source, copying another student's work, providing another student with answers or assignments, turning in the work of another.

Level II Possible Consequences:

- Loss of points for the assignment.
- Requirement to redo the assignment for no credit or reduced credit.
- Documentation of student's violation record in a school database of Academic Integrity violations for the duration of high school career.

- Reconsideration of student's membership in honor organizations.

Level III Description: The most serious level reflects repeated (more than 3) violations of Level I or II or gross interference of teacher evaluation such as technological sabotage, grade alteration, theft and distribution of tests, answers, papers, etc.

Level III Possible Consequences:

- Loss of credit for the term.
- Removal from the class.
- Reconsideration of student's membership in honor organizations. • Office referral for disciplinary action such as suspension/expulsion. *NOTE: All recommendations of the Academic Integrity Committee are subject to review of the Principal.*

[1] *Indiana University. "Code of Student Rights, Responsibilities & Conduct." Academic Misconduct, 2026, https://studentcode.iu.edu/responsibilities/academic-misconduct.html. Accessed 13 February 2026.*

SCHOOL PUBLICATIONS There is one school publication, the El Corral school yearbook, which is produced by a regularly scheduled class. To be involved in this publication you must meet various criteria and be scheduled into the yearbook class.

The El Corral is available to all students. Orders are taken in the fall and the publication is distributed during the following spring. You must order in advance to be assured of getting a yearbook.

REQUIREMENTS AND GRADUATION A student must satisfactorily complete both the graduation requirements of the State Department of Education and those set by the Richland-Bean Blossom Community School Corporation. Under no circumstance will a student be permitted to participate in graduation exercises if all requirements are not met.

SELECTION OF COURSES The student's curriculum should be selected after careful consideration by parents, students, and advisors. Every effort should be made to prepare the program properly the first time so that it will not have to be changed. The administrators, counselors, and teachers welcome the opportunity to counsel with any student or parent regarding any phase of the program. Counselors meet with students during the second semester each year to give them information and aid in making course selections for their next year's classes. Teacher assignments and student schedules are made on the basis of these course selections.

Requests for schedule changes after scheduling has been completed and resources have been committed creates a real problem for the school. Schedule changes should be requested only if we have made an error and misplaced the student or to balance class sizes for better management of instruction.

As a part of the curriculum students will receive career information as freshmen, which may help them to decide some of their educational needs in order to take advantage of certain career opportunities. Students should also discuss the educational requirements of certain careers in which they have an interest when planning their program of studies.

An updated list of course offerings is available every year from the counseling offices. Courses are listed with short descriptions and other information to help you choose courses for your program.

SCHEDULE CHANGE POLICY For class schedule changes, the student must complete a Schedule Change Request form (with parent signature). During the summer, a phone call from the parent is acceptable. Any request for a class change made prior to July 1 will be granted (unless the student requests a class for which space is not available).

Class change requests made after July 1 may not be completed by the start of school. This is due to the guidance office being closed during the month of July and the month of August being a very busy time due to enrollment of transfer students and finalizing class schedules. Time may not permit these requests to be made prior to the start of school. Once the school year has begun, a request to change a class must be made by the end of the first week of school. The teacher of the class being dropped must sign the request form. After the first week of school has passed, changes will be made only under extenuating circumstances and with administrative approval.

Requests for second semester class changes must be made by December 1. Requests to change classes made after December 1 will be made only under extenuating circumstances and with administrative approval.

Dropping a class after the first three weeks of either semester will result in a letter grade of "WF" (withdrawn/failing) for that semester. The "WF" will show on the student's transcript and will be figured into the grade point average as an "F."

WITHDRAWAL FROM SCHOOL Under Indiana law, any student who is at least sixteen (16) years of age but is not yet eighteen (18) years of age, may withdraw from school prior to graduation after an exit interview with the student's parent or guardian is conducted with the Principal or designee. If a student withdraws from school, s/he will receive an "incomplete" in each subject enrolled for that semester, unless s/he transfers to another school. When a student withdraws from a class, s/he must return the textbook and notify the teacher of that class and have the proper form signed. Incomplete grades due to withdrawals become "W.F.'s" at the end of the semester.

PART 4: POLICIES AND PROCEDURES

ASSIGNMENTS, GRADES AND OTHER FORMS OF ASSESSMENT Students should complete all assignments and turn them in on time. Grades are based on your work and performance in class. Incomplete grades become failing grades two weeks after a grading period or end of semester unless other arrangements are made through the office.

To calculate semester grades, multiply the percentage value of each 9 weeks grade by two and add those together with the point value of the grade received on the final exam.

The 9 weeks grade percentage:

- First grading period = 2/5
- Second grading period = 2/5
- The final exam percentage = 1/5

Semester grade is equal to: First grading period percentage x (2/5), plus Second grading period percentage x (2/5), plus Final exam percentage x (1/5), equals students semester grade.

SEMESTER GRADING SCALE GRADING SCALE

93-100 A

90-92 A-

87-89 B+

83-86 B

80-82 B-

77-79 C+

73-76 C

70-72 C-

67-69 D+

63-66 D

60-62 D-

0-59 F

*Dual Credit college courses that are taught by EHS faculty often have different requirements and final exam schedules. These are the courses that may use a weighted scale

**Other forms of assessment not related to credit standing or grade point average include:

- PSAT (10^{th}/11th grade)
- SAT (11th grade)

COLLEGE VISITATIONS Seniors may take up to two days per school year and juniors may take up to one day per school year to visit prospective colleges/universities. College Visits must be pre-arranged. Failure to fill out a pre-arranged absence form will result in an unexcused absence. Students must return to school with documentation from a university or college official to validate the absence. No College Visits will be approved after May 1. College visits may not be approved if a student has excessive absences.

TARDIES (PER QUARTER BASIS) Unexcused tardies in excess of fifteen (15) minutes will count as an unexcused absence for the classy and will carry the same penalty as skipping a class. All students must sign in.

- 1st - 4th tardies – Documentation in Student Management System
- 5th - 7th tardies – Referral to the office; student warned
- 8th tardy – Referral to the office; (lunch detention)
- 9th tardy- Referral to office; (2 lunch detentions) – Thursday School. Driving privileges may be revoked.
- 10th tardy - Referral to office; In-school detention
- 11th tardy - Referral to office; In-school detention (possible alternative passing periods)

THURSDAY SCHOOL PROGRAM Thursday School is a program designed to provide a means of modifying student behavior that does not interfere with the student's academic progress or have a direct negative effect on grades. Students are to enter and leave the building by the main entrance. Thursday School will be from 2:45 – 4:45 pm.

- Students who are dismissed from Thursday school or who violate the rules will be suspended out of school in addition to being required to complete a Thursday School assignment. Credit will not be given for partial completion of Thursday School.
- Each student is expected to bring study materials for the 2 hours. Acceptable working materials include textbooks, library books, appropriate paperback books and magazines, and homework assignments.

- It is recommended that students contact their teachers for assignments so they may do constructive work in Thursday School.
- Students, who fail to bring materials or who fail to keep busy on appropriate work, may be dismissed from the program and referred to an administrator for further action.
- Excused absences include: Personal illnesses, unavoidable family emergency, and death in the family or medical appointment. A parent's note or phone call must be received by the assigning administrator on the first day the student returns back to school following her/his Thursday School assignment.
- Sleeping or giving the appearance of sleeping will result in a dismissal.
-

You will NOT be excused from Thursday School assignments because of a job or other commitments. Failure to attend Thursday School assignments will result in the following:

- First offense: One-day in-school suspension.
- Second offense: One day out–of-school suspension.
- Third offense: 3-day out-of-school suspension.
- Fourth offense: 5-day out–of-school suspension with a recommendation for expulsion.

STUDENT DRIVERS

All student drivers consent to the RBBCSC Drug Testing Policy 5530.01 as outlined below.

TRAFFIC REGULATIONS Driving to school is a privilege granted to students who want or need an alternative form of transportation to and from school. Some students have jobs and need to drive to school. Others participate in after-school activities and driving is a convenience to them. Bus transportation is the alternative to driving and is available to all who live out of walking distance to the school.

Students who wish to continue to have the privilege of driving to school must abide by the following regulations or the privilege will be suspended.

- Students must purchase and display a parking sticker which indicates permission to park on school property. Failure to register a vehicle or not display a proper identification sticker will result in disciplinary action.
- All traffic rules of the State of Indiana and the town of Ellettsville apply to motor vehicles and operators of motor vehicles on school property. Police have ticketing and arrest authority on school property.
- Speed limit on school property is 15 mph
- Buses and pedestrians always have the right-of-way once buses have started to exit the school lot, student drivers must not break into the bus line of progression.
- Students should enter and leave the back parking lot using Edgewood Drive. Students should not go through the junior high area as they have traffic congestion of their own.
- Cars should be parked immediately upon your arrival at school, locked and left for the day.
- Students may not drive during lunch hours or during the day unless your school assignment changes during the day. Students are not permitted to transport other students away from school if authorized to leave at any time during the school day.

PARKING REGULATIONS*

- A student driver form is available online. . The form must be complete and submitted by the parent/guardian. Submission of this form grants permission for the car to be searched if there is reasonable cause. A parking sticker will be issued once the form is completed. The sticker must be displayed in the front windshield. Cars without parking permits and student driver forms may be towed at the owner's expense or driving privileges may be cancelled.

- Parking is located at the front of the building on the blacktop. C. All students arriving late, internships, cadet teachers or other drivers arriving after the building is locked down are required to park in the front lot, must enter and exit through the front doors. You must then check in with the front office to obtain an admission pass. D. Parking on the grass or on the road, which circles the building is not permissible.. All legal parking spots are marked with white lines. E. Altering or trading parking stickers will result in loss of driving privileges.
- Hoosier Hills Career Center students may have permission from their teacher to operate their car during the day as part of the class activity. Passes must be brought to an administrator prior to driving to Hoosier Hills Career Center.
- Possible consequences to parking violations are:
    - Conference/Warning
    - Driving privileges suspended for a period, up to one full semester.
    - Driving privileges suspended for one calendar year.

NOTE: Students who are penalized for a violation will be required to turn in their student parking tag until the date the suspension ends. If a student's driving privileges are suspended and that student is caught driving to school, that student will have his/her driving privilege cancelled for the remainder of the school year. If the student's driving privilege has already been cancelled, the student then faces suspension and/or expulsion.

***The Richland-Bean Blossom Community School Corporation assumes no responsibility for loss of personal property or damage to motor vehicles parked on school property.**

Drug Testing of Extra-Curricular Participants and Those Students Driving To or From School (5530.01)

For the safety, welfare and best interests of the students of Richland-Bean Blossom Community School Corporation, and to promote drug-free lives both during and following high school, the School Corporation adopts a drug education and testing program for use by all high school extra-curricular participants or for students driving to or from school. Drug usage is incompatible with participation in extra-curricular activities within the School Corporation or for students driving to or from school. Such usage increases the risk of injury to the user as well as others. Consent to testing is a condition of participation in all extra-curricular activities as well as driving to school. Extra-curricular activities include all school-sponsored groups organized to participate after the close of the school day, including but not limited to, athletics, band, choir, and clubs.
The primary purpose of random drug testing is not intended to be disciplinary or punitive in nature, but rather is intended as an aid in disclosing possible substance abuse problems, and as an extension of educational drug and alcohol programs. The goal of a Random Drug Testing Program is to identify a student with drug residues in his/her body, to provide notification to the custodial parent or guardian, and to educate, intervene, and direct students away from drug and alcohol abuse and toward a healthy, safe and drug-free adult life. The goals of this program are:

- To provide for the health and safety of students.
- To undermine the effects of peer pressure by providing an additional reason for students to refuse to use illegal drugs.
- To detect and act on a student's poor choices while the effects and consequences are reversible.
- To reduce injuries and illness which may be caused by students using drugs and alcohol while participating in extra-curricular, co-curricular, or driving to and from school grounds.
- To educate all students about the harm caused by the use of drugs and alcohol.

- To provide early warning to parents of substance abuse by their children.
- To encourage students who use drugs to participate in drug treatment programs.

The Board requires that each student participating in one (1) of the School Corporation's extra-curricular programs or students driving to or from school and his/her parent(s) sign a consent form by which they agree that the student will participate in a random drug-testing program conducted and paid for by the School Corporation.

The drug testing policy shall be distributed to all students and parents. Selection of persons to be tested shall be done in random and confidential manner to protect the identity of those being tested. Collection of urine samples shall be done in an inoffensive way that ensures the integrity and identity of the sample. The school official who supervises the sample collection will not physically observe giving of the sample.

A laboratory certified under the auspices of the Clinical Laboratory Improvement Act and the Joint Commission of Accreditation of Healthcare Organizations shall test the samples and an initial assay and a confirmation assay shall be performed before and sample is labeled "positive" for any particular drug. Confidentiality shall be maintained so that the identity of anyone testing positive is made known only to the student, his/her parents or guardian, and the Superintendent and the High School Principal.

If there is a suspension from participation or driving, other students shall not be told the reason unless the student chooses to do so. Suspension from extra-curricular activities will include practices and performances that take place after the regular school day. If the student is suspended from extra-curricular activities that constitute a portion of the student's grade in a course, an alternate assignment will be given to maintain student progress. This program shall not affect other School Corporation policies, practices, or rights in dealing with drug or alcohol use or possession where there is reasonable suspicion of use or possession obtained by means other than the random sampling provided for in this program.

A "positive" test under this program shall not be cause for automatic suspension or expulsion from regular school activities.

This policy and the supportive guidelines shall be included in the appropriate Student Handbooks. The Superintendent shall develop administrative guidelines for implementing this policy.

The implementation of random drug testing will not affect the policies, practices, or rights of the RBB Schools in dealing with drug and alcohol use where reasonable suspicion is obtained by means other than random sampling provided within this program.

- First Offense: Students will be suspended from driving/ECA privileges for 30 *calendar days* as the result of a positive drug test. The suspension will be assessed beginning with the parent/guardian notification meeting. The student and parent/guardian will be required to meet with a school counselor to discuss intervention options. A secondary drug test within the 30 days, yielding a negative result, will be necessary in order to resume driving privileges. A second positive test will constitute a second offense. Once a positive test is obtained the student may be subject to subsequent testing at any time within that school year.
- Second Offense: Upon a second positive drug test students will be suspended from all driving privileges/ECA for 90 *calendar days*. The suspension will be assessed beginning with the parent/guardian notification meeting. An additional drug test at the end of the 90 days, yielding a negative result, will be necessary in order to resume driving privileges. An additional positive test will result in a third offense. Once a positive test is obtained the student may be subject to subsequent testing at any time within one calendar year.

- Third Offense: Upon a third positive drug test students will be suspended for 365 *calendar days* from all driving privileges/ECA. The suspension will be assessed beginning with the parent/guardian notification meeting. An additional drug test at the end of the 365 calendar days, yielding a negative result will be necessary in order to resume driving privileges. An additional positive test is obtained the student may be subject to subsequent testing at any time within one calendar year.
- Final Offense: Upon a fourth positive drug test students will be suspended from driving privileges for the remainder of his/her high school career.

Refer to the Richland Bean-Blossom Community School Corporation's handbook and Board Policies for further information.