Miller High School

2026-2027

Student Handbook

This book belongs to:

Grade:

Advisor:

Homeroom Teacher:

Schedule

Period	Class	Time	Teacher

"Those experiencing a mental health crisis, and their loved ones, can reach out to the 988 Suicide & Crisis Lifeline through call or text to 988 or chat online at 988Lifeline.org. This easy-to-remember three-digit number ensures confidential, cost-free, 24/7 support for Ohioans experiencing mental health crises.

988 establishes a direct link to empathetic, easily accessible care and support for individuals facing emotional distress, such as thoughts of suicide, mental health or substance use crisis, or concern for a friend or family member. Ohio's 988 plan is an integral component of the state's broader commitment to delivering high-quality, person-centered crisis aid in communities statewide.
Remember, there is hope and the lifeline is effective. You're not alone during times of crisis."

WELCOME TO MILLER HIGH SCHOOL

Notice of Non-discrimination

The Southern Local Board of Education, in accordance with Board Policy, does not discriminate on the basis of religion, race, national origin, gender, or the presence of a disability. Any violations of this policy should be promptly reported to the building principal.

Mission Statement

Southern Local Schools Mission is to provide a quality, child-centered education where all students can succeed.

Vision Statement

Every Southern Local student will achieve personal success and become a responsible and productive citizen.

Board of Education Members

M. Clarissa Reynolds, President
Sean Bartley, Vice-President
Jessica Dorsey
Jim Palmer
Albert Siemer

Administrative Personnel

Annette Losco, Superintendent
Brooke Champ, Treasurer
Austin Hook, Miller High School Principal
Sara Puckett, Millcreek Elementary Principal
Charles Hoops, Transportation Supervisor
Kim Lee, Food Services Director

Southern Local Schools Website

We encourage staff and families to access the district website and Facebook pages to stay up-to-date. You may access our district website at www.southernlocal.org. The website is a valuable informational tool.

SCHOOL BUSINESS

Contact Information

School Address:	10397 St. Rt. 155, Corning, OH 43730
School Office:	740-721-0520
School Website:	www.southernlocal.org

SOUTHERN LOCAL SCHOOL DISTRICT
2026-2027 SCHOOL CALENDAR

AUG 17- 19	MON-WED	STAFF IN-SERVICE/TEACHER ORIENTATION
AUG 20	THURSDAY	FIRST DAY FOR STUDENTS
SEPT 7	MONDAY	LABOR DAY - NO SCHOOL
OCT 22	THURSDAY	STAFF IN-SERVICE DAY – NO SCHOOL
OCT 23	FRIDAY	NO SCHOOL
NOV 25	WEDNESDAY	PARENT TEACHER CONFERENCES – NO SCHOOL
NOV 26 – NOV 30	THUR-MON	THANKSGIVING HOLIDAY - NO SCHOOL
DEC 1	TUESDAY	SCHOOL RESUMES
DEC 4	FRIDAY	NO ELEMENTARY STUDENTS – DATA DAY
DEC 21- JAN 1		WINTER HOLIDAY - NO SCHOOL
JAN 4	MONDAY	STAFF IN-SERVICE DAY – NO SCHOOL
JAN 5	TUESDAY	SCHOOL RESUMES
JAN 18	MONDAY	MARTIN LUTHER KING DAY - NO SCHOOL
FEB 5	FRIDAY	NO ELEMENTARY STUDENTS – DATA DAY
FEB 15	MONDAY	PRESIDENT'S DAY – NO SCHOOL
MAR 12	FRIDAY	STAFF IN-SERVICE DAY – NO SCHOOL
MAR 26	FRIDAY	GOOD FRIDAY – NO SCHOOL
MAR 29	MONDAY	PARENT TEACHER CONFERENCES – NO SCHOOL
MAR 30 -31	TUES-WED	SPRING BREAK – NO SCHOOL
APRIL 1	THURSDAY	SCHOOL RESUMES
MAY 25	TUESDAY	LAST DAY FOR STUDENTS
MAY 26	WEDNESDAY	LAST DAY FOR TEACHERS

Evening Conferences - First Semester - HS: 11/5, 11/12 MES: 10/20, 10/22
Second Semester -HS: 2/18, 2/25 MES: 2/2. 2/4

MAKEUP DAYS AS FOLLOWS: MAKEUP DAYS AS FOLLOWS: Shall be added at the end of the school year unless otherwise determined by the mutual agreement, per SELA contract

Day #1 –
Day #2 –
Day #3 –
Day #4 –
Day #5 –

PERIOD	BEGINS	ENDS	Last day for students / Last day for teachers DAYS	PROF. DAYS
1	AUG. 17	OCT. 22	48	4
2	OCT. 26	JAN. 4	38	1
3	JAN. 5	MAR. 12	47	1
4	MAR. 15	MAY 26	50	1
			183	7

Regular Bell Schedule

7:00 - 7:15	**9-12 Breakfast/ 7-8 Advisory**
7:15 - 7:30	**7-8 Breakfast/ 9-12 Advisory**
7:33-8:18	**1st Period**
8:21-9:06	**2nd Period**
9:09-9:54	**3rd Period**
9:57-10:27	**Lunch1**
9:57-10:42	**4th Period**
10:30-11:15	**5th Period**
10:45-11:15	**Lunch 2**
11:18-12:03	**6th Period**
12:06-12:51	**7th Period**
12:54-1:39	**8th Period**
1:42-2:10	**Extra Help**

Title I - Parents' Right to Know

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

- whether the teacher(s) have met the State qualification and licensing criteria for the grade levels and subject areas they are teaching
- whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived
- the undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned
- the qualifications of any paraprofessionals providing services to their child(ren) ● in addition, the parents shall be provided:
    - information on the level of achievement of their child(ren) on the required State academic assessments;
    - timely notice if the student is assigned to a teacher who is not "highly qualified" as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.
    - in a timely manner whether their child has been placed in a Limited English proficient Program

Student Records – Policy 8330

In order to provide appropriate educational services and programming, the Board of Education must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Student records shall be available only to students and their parents, eligible students, designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law.

Both parents shall have equal access to student records unless stipulated otherwise by court order or law. In the case of eligible students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code.

The Board will comply with a legitimate request for access to a student's records within a reasonable period of time but not more than forty-five (45) days after receiving the request or within such shorter period as may be applicable to students with disabilities. Upon the request of the viewer, a record shall be reproduced, unless said record is copyrighted, or otherwise restricted, and the viewer may be charged a fee equivalent to the cost of handling and reproduction. Based upon reasonable requests, viewers of education records will receive an explanation and interpretation of the records.

Student Privacy and Parental Access to Information
Policy 2416 & Policy 8330

The Board of Education respects the privacy rights of parents and their children. No student shall be required as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or his/her parents;
- mental or psychological problems of the student or his/her family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;
- critical appraisals of other individuals with whom respondents have close, family relationships;
- legally-recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
- religious practices, affiliations or beliefs of the student or his/her parents; or
- income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

The Superintendent shall require that procedures are established whereby parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by the building principal.

Additionally, parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student. The parent will have access to the instructional material within a reasonable period of time after the request is received by the building principal. The term instructional material means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

The Board will not allow the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).

Student Rights and Responsibilities
Policy 5780 & Policy 5780.01

The Board of Education recognizes that students possess not only the right to an education but many of the rights of citizenship as well.

In providing students the opportunity for an education to which they are entitled, the Board shall attempt to offer nurture, counsel, and custodial care appropriate to their age and maturity. At the same time, the Board

recognizes that no student may be deprived of the basic right to equal access to the educational program, and the student's constitutional right to due process and free expression and association as appropriate for the school environment.

Attendant to the rights afforded to each student, however, are certain responsibilities, which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the guidelines and rules of the District.

The Board realizes that, as students differ in age and maturity, so they differ in ability to handle both the rights of citizens and the concomitant responsibilities. The exercise of each right shall be granted, therefore, with due regard for the degree of responsibility possessed by the student and the student's need for the continuing guidance and control of those responsible for the student's education.

Since a student who has reached the age of majority possesses the full rights of an adult, the student may authorize those school matters previously handled by the student's parents, but the student also assumes the responsibility for their performance in school, attendance, and compliance with school rules.

Parents also have rights in the school system to know about their student's educational experience. Specific rights are listed in topic areas of these policies.

Parent Right to Inspect Instructional Materials

In addition, parents have the right to inspect any instructional materials used as part of the educational curriculum for their student. Instructional materials means instructional content, regardless of format, that is provided to the student, including printed or representational materials, audio-visual materials, and materials available in electronic or digital formats (such as materials accessible through the Internet). Instructional material does not include academic tests or academic assessments.

The Superintendent shall, in consultation with parents, develop a procedure addressing the right of parents as described herein and procedures to assure timely response to parental requests to review instructional material. The procedure shall also address reasonable notification to parents and students of their rights to review these materials. See AG 9130A and Form 9130 F3.

Right to Inspect Technology Provider Contract

The district shall provide parents and students with an opportunity to inspect a complete copy of each technology provider contract.

This policy shall not supersede any rights under the Family Education Rights and Privacy Act.

Harassment Policy

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

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal,

psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school- approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means:

- Any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or
- violence within a dating relationship.

"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name calling, taunting, making threats, and hazing.

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

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

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

Anti-Hazing Policy

Hazing activities of any type are inconsistent with and disruptive to the educational process, and prohibited at any time in school facilities, on school property, and/or off school property if the misconduct is connected to or associated with Board-sponsored activities (e.g., extracurricular

teams, clubs, or groups) or incidents that have occurred on school property. No administrator, employee, faculty member, teacher, consultant, alumnus, or volunteer of the District shall encourage, permit, authorize, condone, or tolerate any hazing activities. The preceding prohibition includes recklessly permitting the hazing of any person associated with the District. Additionally, no student shall plan, encourage, or engage in any hazing.

Title IX Coordinator(s)

The Board designates and authorizes the following individual(s) to oversee and coordinate its efforts to comply with Title IX and its implementing regulations:

Austin Hook
740-721-0521
10397 State Route 155 SE
Corning, OH 43730

The Title IX Coordinator shall report directly to the Superintendent. Questions about this policy should be directed to the Title IX Coordinator.

District Compliance Officers

The Board designates the following individuals to serve as the District's "Compliance Officers" (also known as "Civil Rights Coordinators") (hereinafter referred to as the "COs").

Austin Hook
Miller High School Principal
740-721-0520
10397 St. Rt. 155
Corning, Ohio 43730
austin.hook@southernlocal.org

Sara Puckett
Millcreek Elementary School Principal
740-721-0520
10397 St. R. 155
Corning, Ohio 43730
sara.puckett@southernlocal.org

Non-Discrimination Policy

Southern Local School District, in accordance with Board policy, does not discriminate on the basis of religion, race, national origin, gender, or the presence of a disability. Any violations of this policy should be promptly reported to the building principal.

Directory Information Policy 8330

The Southern Local Board of Education has designated the following as Directory Information:

- The School District may disclose personally identifiable information if it has been designated as directory information unless the school receives a written request from parents or guardians requesting that the information be withheld.
- The School District must provide notice of the following:
    - The categories of information designated as directory information
    - The right of the parents or eligible student to refuse to permit any or all of such information to be released (the notice procedures in Section “2” are not required for individuals no longer in attendance)
- Directory Information includes the student’s:
    - Name

- Address
- Telephone Number
- Date and Place of Birth
- Major Field of Study
- Activities and Sports
- Weight and Height
- Dates of Attendance
- Degrees and Awards
- Previously Attended Schools
- Photograph (FERPA v R.C. 3319.321

Bus

The school provides transportation to all Miller High School students who reside within the school district. Every attempt will be made to work with parents to provide safe and appropriate transportation to and from school. The school bus driver shall be responsible for the discipline of students while they are being transported to and from school. When a problem in student conduct requires stringent discipline, the driver shall report it to the building principal. A student may be suspended from bus transportation by the principal for disciplinary reasons, in which case the parents are responsible for the student's transportation. Attendance at school is still expected if a student is suspended from the bus.

Bus Rules and Regulations

- Parents and students must assume that school transportation is a privilege for the student, not a right.
- Students will ride on assigned buses. Permission for any deviation from this rule must be requested in writing by the parent. The request shall be made to the administration and approved by the Director of Transportation before any change shall be made.
- Students will ride their assigned bus both from home to school and from school to home unless a written request asking permission to be let off the bus at some other regular stop is signed by the parent and presented to the driver. Parents will assume the responsibility of the child when such request is made and granted.
- Parents are responsible for the safety of students while going to and from pick-up points and for meeting the bus on schedule.
- Buses operate on a time schedule as outlined by the Transportation Supervisor. When the bus is ahead of schedule, the driver shall wait for any student until the time for the stop. S/He will then proceed. When the bus is on schedule, there shall be no waiting for tardy students.
- Parents will be responsible for any damage to a bus by their children.
- Eating, drinking, and littering are not permitted on the buses.
- Chewing gum will not be permitted on the buses.
- Noise on a bus shall be kept to a minimum (Voice Level 2) at all times to assure safety of operation.
- Absolute quiet must be maintained at railroad crossings or other danger areas.
- Nothing shall be thrown out of the bus, nor anything held so as to extend out of the window.
- All parts of students' bodies shall be kept inside the school bus at all times.
- Students shall wait at the curbside of the road to board the bus when it stops in the morning.
- Students shall sit three to a seat. No standing is permitted. Seats may be assigned by the driver to maintain order and for evacuation purposes.
- The driver has the authority to enforce regulations. The students shall conduct themselves on the bus as they would in a classroom. Reasonable conversation (Voice Level 2) is permissible. Continued disorderly conduct or refusal to submit to the authority of the driver shall be sufficient reason for refusing transportation service to any student.

- Student misbehavior on a bus can have serious consequences by endangering the safety of all other passengers.
- In order to protect Board property, promote security and protect the health, welfare and safety of students the Board of Education authorizes the use of District video surveillance and electronic monitoring equipment on school property, in school buildings, and on school buses.

VIDEO SURVEILLANCE AND ELECTRONIC MONITORING ON SCHOOL BUSES

The Board of Education has installed video cameras on school buses to monitor student behavior. If a student misbehaves on a bus and the student's actions are recorded, the recording will be submitted to the Principal and may be used as evidence of misbehavior.

Failure of the Bus to Run

Absences caused by the failure of the bus to run will not be counted, provided the student brings a note from his/her parent/guardian stating that the student would have attended school had the bus run. This note should be brought when the student returns to school, but no later than five (5) days of his/her return. Parents who choose to bring students to school when the bus did not run due to weather conditions will be responsible for getting the students home again.

Employment – Work Permits

Students under the age of 18 are required by state law to have a current work permit in order to be legally employed - either part or full time prior to graduation. Work permit applications are available in the high school office. During the summer – applications need to be picked up, completed and returned to Southern Local District Office. If you have any questions regarding work permits you may contact the district office at 740-721-0520. Seniors desiring to leave early for work must abide by the Early Work Release agreement.

Visitors

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

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

Except as set forth in District policy or in the case of "service animals" required for use by a person with a disability, no other animals may be on school premises at any time.

School Counseling/Academics/Enrollment

School Counseling Services

School counseling services are available for all students 7-12 to help them make decisions concerning courses in high school, personal problems, vocational, college, and any plans beyond high school. Students are urged to take advantage of these services.

Promotion/Retention Grades 7 and 8

Students in grades 7 or 8 who fail to show academic progress in core subjects for multiple quarters may be retained. **A student who is absent more than 25 days in one school year may also be retained. Parents will be notified in advance before a student is recommended for retention.**

Court Orders and Child Custody Documents

Copies of applicable court orders and child custody papers must be submitted and on file in the school office before a student is enrolled and if anything changes during the school year.

Cheating Policy

Cheating is defined as students passing off as their own work, the ideas or words of another student or copying words from a source without proper citation. Students who willingly provide answers for other students may also be in violation of this policy.
Students caught cheating during class may be disciplined in the following manner

1st Offense-- Zero on test, quiz, or paper
Category B Discipline
Discipline report will be sent home

2nd Offense-- Category A Discipline
Failure of the class for the 9-week period

>>>Offenses will be recorded for all classes a student has for the entire year. <<<

College Visitation Days

All excused college visitation days are required to be coordinated with the office in advance of the visit.

Procedures:

- You must notify the office prior to the date of the college visit.
- Make every effort to schedule visitations on days that quizzes, tests, and exams are not being given. Senior students who are planning to further their education will be permitted two (2) days of excused absence to visit a college or university at which they are seeking admission. Although two days of excused absence are granted, it is to be noted that advance planning has great merit, and there are many days (weekends, vacations, summer vacation, teacher in-service days) when a student could plan to visit a college without missing a day of school. Junior students may be granted one (1) college visitation day subject to the procedure above.

Southern Local Credit Flexibility Plan

Senate Bill 311 passed by the Ohio General Assembly in 2006, raised expectations for what all Ohio Students must know and be able to do to earn a high school diploma. Senate Bill 311 also developed a plan to implement methods by which students could earn units of high school credit based on the demonstration of subject area competency. In addition, lawmakers provided flexibility to students and educators to successfully meet these higher expectations.
This plan allows high school students to earn credit in three ways. *

1. Complete coursework the traditional way through “seat time” in a traditional class.
2. Test out or demonstrate mastery of course content.
3. Pursue one or more “educational options” ex. – distance learning, travel, independent study, internships, music, arts, after-school tutorial programs, or community service projects. *This applies to students earning high school credit only.

Students interested in being considered for credit flexibility must apply in writing to the school counselor between May 1st and the start of the school year (for first semester work) or during the month of December (for second semester work). There will then be a meeting between the student, parent/guardian, and one or more representatives of the Credit Flexibility Committee to develop the credit flexibility plan for the student. The developed plan will be recorded on a credit flexibility form, and signed by all parties involved. Upon completion of the plan, the teachers(s) of record will decide whether the student meets the guidelines of the plan and assign the grade for transcript purposes. For more specific information on credit flexibility options, please see the high school counselor.

Gifted Identification Procedures

The Southern Local Board of Education ensures equal opportunity and access to all students in the district to be fair and equitably accessed for identification in the four areas of giftedness: **Superior Cognitive; Specific Academic; Creative Thinking; and Visual or Performing Arts.** The Southern Local School District assesses referred students twice yearly. Test scores provided by other school districts and trained personnel are acceptable if the assessment instruments are approved by the Ohio Department of Education. Students transferring into the district will be assessed within ninety days at the request of a parent or legal guardian. Students may be referred for assessment by school personnel, parents, and peers.
Any questions or concerns should be directed to the coordinator of talented and gifted education program at Southern Local Schools, Angie Plant, Phone 740-721-0520. The Ohio Department of Education has approved the district's policy and plan on the identification of gifted student.

Southern Local Grading Policy

A. Southern Local Students grades 3-12 will use the adopted grading scale. Grade 2 transitions to this scale 2nd semester. Only grades 9-12 will weight courses.

B. To receive credit for either a semester course or a yearly course, the student must pass the course with a sixty (60%) percent average or better.

C. There are seven parts to the school’s grading system *for a yearlong course*:

* 1st marking period
* 2nd marking period
* 1st semester exam (optional)
* 3rd marking period * 4th marking period
* Semester Average
* Final exam (optional)

(Mandatory for weighted courses – grades 9-12)
There are four parts to the grading system for a semester course:

1st marking period
* 2nd marking period
* Final exam (optional)

* Semester Average

D. Letter grade equivalences (4.0 scale)

A	94-100	4.0
A-	90-93	3.67
B+	87-89	3.33
B	83-86	3.0
B-	80-82	2.67
C+	77-79	2.33
C	73-76	2.0
C-	70-72	1.67
D+	67-69	1.33
D	63-66	1.0
D-	60-62	0.67
F	59 and below	

E. In calculating an individual's semester and/or yearly percentage, the marking period grades are multiplied by two (2) then added to the semester test percentage and divided by five (5) for the semester and by ten (10) for yearly averages. *If no exam is given, the final grade will be the average of the marking periods.* Transfer student's grades will be *pro-rated* using the grades from the previous schools if available. All percentages will be rounded to the nearest whole number. The lowest possible percentage *in a yearlong course for the 1st, 2nd and 3rd marking periods equals 48%. There is no* minimum *percent for the 4th marking period. For semester courses, the minimum percentage for the1st marking period equals 48% with no minimum for the 2nd marking period.*

F. In grades 7-12, students' grades will be recorded in percentages on grade cards and permanent records *respectively.*

G. Incomplete Policy – all incomplete grades will become a *forty-eight percent (48%) or zero percent (0%) for last quarter* if they are not made up by the interim report period. They are not to be assigned just to give students more time to complete work that should have been turned in. An incomplete in the last marking period of the school year will be replaced with the percent that the student has earned at the end of the teacher's record keeping day.

Weighting System

All Honors Courses:

Honors English I, II, III, IV
Honors Algebra I, II
Honors Geometry
Honors Physical Science
Honors Biology

Honors Chemistry
Honors World Studies
Honors American Studies
Honors Government
French I, II

College Credit Plus / Advanced (CP) / Advanced Placement Courses (AP)

2026 – 2027 CCP Final Grade Due Dates: December 15, 2026 and May 11, 2027

Dual Enrollment / College Credit Plus Courses
French III, IV Pre-Calculus
Physiology
Physics
AP Courses

NOTE: Tier classes are subject to yearly review.

Letter	Percent Range	Standard	Honors	CCP/AP/Advanced
A	100-94	4.00	4.50	5.00
A-	93-90	3.67	4.17	4.67
B+	89-87	3.33	3.83	4.33
B	86-83	3.00	3.50	4.00
B-	82-80	2.67	3.17	3.67
C+	79-77	2.33	2.83	3.33
C	76-73	2.00	2.50	3.00
C-	72-70	1.67	2.17	2.67
D+	69-67	1.33	1.83	2.33
D	66-63	1.00	1.50	2.00
D-	62-60	0.67	1.17	1.67
F	59-0	0.00	0.00	0.00

Graduation Requirements

It shall be the policy of the Board of Education to acknowledge each student's completion of the instructional program appropriate to the achievement of District goals and objectives as well as personal proficiency by the reward of a diploma at fitting graduation ceremonies. The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by this Board, the Ohio Department of Education, and approved by the State Board of Education. Students who meet state-established criteria may qualify for an honor's diploma. Each diploma shall be signed by the President & Treasurer of the Board, the Superintendent, and the principal of the high school and shall bear the date of its issue. The requirement for graduation shall be the completion of work and studies representing the instructional program assigned to grades 9 – 12. A diploma shall not be awarded to any student who has not successfully completed the following:

A. Twenty–one (21) units earned in grades 9-12 to be distributed as follows:

1. English/Language Arts = 4 units
2. Mathematics = 4 units to include Algebra II or its equivalent
3. Science = 3 units to include: Physical Science = 1 unit, Biology = 1 unit
4. Social Studies = 3 units to include: American History = ½ unit, American Government = ½ unit, Financial Literacy = ½ unit
5. Physical Education = ½ unit (2 semesters)
6. Health = ½ unit
7. At least one (1) unit or (2) ½ units in Fine Arts to include: any art course(s) or any music course(s)
8. Elective credit = 6 unit minimum
9. Appropriate completion of state testing requirements

B. Students are **not** eligible to participate in graduation ceremonies or exercises if they cannot complete all requirements necessary for graduation prior to the established deadline.

C. The high school principal shall develop procedures for implementing this policy which include:

1. The careful recording of each student's progress and accumulation of graduation requirements.
2. Counseling of students to know what is expected of them for completion of their schooling.
3. Issuance of timely and periodic warnings to students in danger of not fulfilling graduation requirements.
4. Clearance of all fees, text, uniform, etc., obligations of the student prior to participation in graduation ceremonies.
5. Preparation of a list of all graduating students for the information of Board and release to the public.
6. Preparation of suitable diplomas for graduating students.
7. Planning and execution of graduation ceremonies, which fittingly mark this important step in the growth of our students.
8. Withholding of diploma until all debts are paid and all requirements complete.

Graduation – Participation in Ceremonies

Only those students who have satisfied ALL requirements for the award of the high school diploma may participate in graduation ceremonies.

Honor Roll

At the end of each grading period an honor roll will be compiled. A student may be eligible for the “Principals List’s” or the " Honor Roll”. If a student has received a 3.5 GPA or higher in a grading period they are eligible for the “Principals List”. If a student has received a 3.0 to 3.5 in a grading period they are eligible for the “Honor Roll”.

National Honor Society

To be selected for membership in this organization is the highest academic honor bestowed upon any high school student. In order to qualify for membership, a student must have outstanding Scholarship, Leadership, Service, and Character. This is an honor that can only be earned through outstanding combinations of effort and achievement.

Schedule Changes

Students will be given the opportunity to select courses during the spring semester. They should carefully select the courses that will best meet their academic and career goals. They are encouraged to take classes that will challenge and stimulate growth. They are required to consult with their teachers and parents to ensure that the proper placements have been selected. Each student will also have the opportunity for an individual conference with the school counselor to review and confirm that the course selections will meet their goal to graduate from high school and prepare them for their postsecondary goals. Parents are welcome to request to meet with the counselor during this conference. Students will receive a copy of their schedule over the summer via mail. After receiving a copy of their schedule, students will have the opportunity to request a schedule/class change before the first day 5 of school. All schedules must be finalized 10 days after the start of the school year. Any changes after the start of the school year will require a meeting with the school counselor, a class change request form with teacher signatures, and parent/guardian approval. Class changes will be given individualized consideration and decisions will be based on school policy and the best interest of the student’s academic progress. When a student withdraws from a class, the withdrawal cannot result in a student having less than 5 credits toward graduation.

Fees and Incurred Debts

Student Fees

Grades, credits, report cards, and transcripts may be withheld from students for non-payment of any school fee and incurred debts in accordance with Southern Local School Board Policy 4.27 and the Ohio Revised Code 3313.642 Annual fees are:

Grades 7&8	$20.00 per year plus $20 Chromebook fee
Freshmen	$20.00 per year plus $20 Chromebook fee

Sophomore	$19.00 per year plus $20 chrome book fee
Junior	$18.00 per year class fee plus $20 Chromebook fee
Senior	$17.00 per year class fee plus $20 Chromebook fee

All fees will be the student's responsibility. Fees for projects must be paid prior to beginning work on the projects. Unpaid debts and fees will accumulate from year to year.

Driver Regulations

In the interest of their safety and well-being, students are not encouraged to drive to school. Those students whose parents permit them to drive must adhere to the prescribed driver regulations listed in this handbook. ***Driver Regulations:***

- Students must register their vehicle and necessary information in the office and be issued a hang tag for their vehicle. There is no charge for the original hang tag. Replacement for lost or stolen tags will incur a $3 fee.
- Vehicles must be parked only in the student parking lot.
- Vehicles may not be driven at any time during the school day without administrative approval.

Drivers must exercise extreme caution and respectful driving habits when exiting the parking lot to ensure that they do not interfere with school busses or other vehicles.

- Students must park their cars within the designated lines **and immediately enter the school upon their arrival at school.**
- Students will not be permitted to gather in the parking lot.
- Any violation of these expectations or any traffic violations may result in driving privileges being suspended by the principal.

Student vehicles can be searched if there is reasonable suspicion that contraband is in the vehicles.

- Students will not be permitted to leave the building to retrieve items left in cars.
- Students with multiple tardies to school or excessive absences may have their driving privileges suspended or revoked

BEHAVIOR/DISCIPLINE

Student Expectations

1. Always be prepared for class by bringing pen/pencil/paper/textbook/agenda book/subject folder to class daily.
2. Be respectful of your classmates, teachers, school employees & yourself.
3. Always have a valid hall pass to leave your classroom.
4. Always be on time to class by being in the room before the tardy bell.
5. Always be on task & work the entire class period. **Detentions**

Students may be assigned lunch or after-school detentions for minor disciplinary infractions. Students will be notified of the detention one day in advance of the service date. **It is the student's responsibility to notify parent/guardian of the detention**.

Dress and Grooming Expectations

Dress and grooming guidelines are established to promote discipline, maintain order, secure the safety of our students, and preserve the integrity and development of a positive educational environment. Students are expected to wear appropriate clothing.

- Clothing with obscene, distracting, or suggestive words or pictures is prohibited
- Clothing or items which promote or advertise alcoholic beverages, tobacco products, illegal drugs, or weapons are prohibited from being worn during school hours or at school activities
- Hats and hoods are not permitted to be worn in the building
- Undergarments shall not be visible at any time
- Skirts or shorts must be no higher than mid-thigh (below the fingertips when arms are fully extended)
- Holes/tears in jeans must be below the fingertips when arms are fully extended
- Tops and bottoms must overlap at all times, including when arms are raised Parents are encouraged to monitor their child(ren)'s clothing choices. Students who are inappropriately dressed will be required to change their clothing. The principal shall make the final determination regarding the appropriateness of the student's appearance.

Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion
Policy 5630.01

An emphasis shall be placed on promoting positive interventions and solutions to potential crises. If a student's behavior, however, presents a threat of immediate physical harm to the student or others, staff may, as a last resort (i.e., there is no other safe and effective intervention available) and in accordance with the terms of this policy, use approved physical restraint or seclusion to maintain a safe environment.

Miller High School Matrix

	Hallway	Restroom	Cafetorium	Parking Lot	Bus	Gym	Classroom
Safe	• Obey traffic flow • Walk at all times • Keep all body parts to yourself	• Use the facilities appropriately • Wash your hands	• Keep all body parts to yourself • Walk	• Stay in assigned area • Maintain safe speed • Walk orderly to bus or vehicle	• Sit properly • Stay in seat	• Sit in assigned bleacher area • Walk on bleacher stairway	• Sit in assigned seat • Walking foot • Put all personal belongings under desk • Keep body to self
Organized	• Arrive to class on time • Take the shortest route	• Use restroom during class change • Use agenda book for passes	• Enter/exit in an orderly fashion • Single file line prior to entering food service area	• Park in assigned area • Be patient • Use appropriate entrance/exit	• Keep book bags packed and closed including food and drink	• Stay with the class that you came with	• Come to class prepared with all materials needed
Accountable	• Have a pass • Avoid group meetings • Use restroom between classes	• Report any problems • Pick up your own trash • Return to class promptly	• Keep your food on your tray • Dispose of all trash from table & floor • Only come to lunch room during your assigned time • Ask permission to use restroom • Have a pass to leave cafeteria	• Be prepared to leave parking lot promptly as school dismisses • Unless involved in after school activities, leave school and proceed to bus promptly	• Use quiet voices	• Use inside voices (unless asked to demonstrate school spirit) • Keep body to self	• Use inside voices • Turn in classwork on time • Ask for classwork when you are absent
Respectful	• Be courteous • Use appropriate language • Respect school property	• Ask permission • Show pass when requested • Respect each other's privacy and space	• Use appropriate language verbal/non-verbal • Follow teacher's directions	• Be patient and walk to destination • Keep hands and body under control	• Hands and feet to yourself • Use kind words and good manners	• Be courteous • Use appropriate language • Respect school property	• Be courteous • Utilize school appropriate language • Respect school and other's property

Discipline Management

Category "A" Misconduct:

1. Assault (fighting) on school property including buses or at a school function located at another location.
2. Fire alarms - This shall include pulling the fire alarm in school and/or calling in false reports by phone.
3. Gross harassment or threatening behavior (includes hazing, sexual harassment, etc).
4. Gross insubordination to school personnel.
5. Gross technology violations (including pornography and other activities that are not in direct relation to the educational programming).
6. Possession of drug paraphernalia (including cigarette rolling papers, lighters, pipes, etc.)
7. Possession/use of all types of fireworks.
8. Possession or use of any dangerous weapon/instrument not covered under the Exclusionary Conduct section of this handbook.
9. Theft.
10. Truancy from school (not subject to out of school suspension or expulsion until attendance plan implemented).
11. Use, possession of tobacco or tobacco products while on or in visible sight of school property. NOTE: Juvenile charges will be filed for use/possession of tobacco through the Perry County Juvenile Court.
12. Use, possession, selling, or attempting to sell, or acquiring any counterfeit controlled substance (see look alike drug section of the student handbook).
13. Use, possession, or under the influence of alcohol.
14. Vandalism - the intentional destruction or defacing of personal or public property.
15. Repeated Category "B" violations.

Category "A" misconduct may result in C.L.C. or out-of-school suspension in increments of 110 days. Recommendation for expulsion may occur. Unruly or delinquent charges may be filed in juvenile court.

Category "B" Misconduct:

1. Depantsing/deshirting.
2. Entering restricted areas.
3. Excessive accumulation of tardy behavior - both tardy to school and class.
4. Excessive horseplay.
5. Failure to show for assigned after-school detention or homework club.
6. Forgery, falsifying records.
7. Gambling.
8. General technology violations.
9. Gross disregard for classroom/faculty rules.
10. Leaving school premises without official permission.
11. Plagiarizing/cheating.
12. Skipping Class.
13. Use of obscene, profane, or abusive language/gestures towards school personnel.
14. Repeated category "C" violations.
15. Documented negative, disrespectful or profane statements about an employee, student, program, or event of Miller High School posted to any social media or website.

Category "B" misconduct may result in assignment to in-school suspension or out-of-school suspension for a period of 1-5 days.

Category "C" Misconduct:

1. Abusing restroom privileges.
2. Dress code violations.
3. Disruptive behavior that interferes with the normal school routine.
4. Failure to be in assigned area.
5. General disobedience or insubordination.
6. In the hallway or out of class without valid pass.
7. Misuse of school equipment and materials.
8. Public display of affection.
9. Tardy for school/class.
10. Throwing things/spitting things.
11. Violations of other general rules and expectations of the school.

Category "C" misconduct may result in verbal counseling, assignment to lunch or after-school detention, or assignment to In School Suspension.

Discipline Management/Exclusionary Conduct:

Any student directly involved in any conduct listed below will be immediately removed from the school and a recommendation will be made for expulsion to the fullest extent of the law:

1. Use, possession, selling, or attempting to sell any illegal controlled substance and/or drug or look alike drug.
2. Possession of or conveyance of any deadly weapon or dangerous ordnance within the school zone. The school zone includes all school property, busses, and school activities regardless of location. This includes, but is not limited to, firearms and knives.

Discipline Management/Expulsion procedures:

The superintendent must give the pupil and his/her parents or guardian written notice of the intended expulsion, which will include:

1. The pupil and parent representative have the opportunity to appear by request before the superintendent or his/her designee to challenge his/her action or otherwise explain the pupil's actions.
2. The notice will include the time and place to appear not earlier than three days nor later than five days after the notice is given. The superintendent may grant an extension of time; if granted, he/she must notify all parties of the new time and place.
3. Within twenty-four hours of the expulsion, the parent, guardian, or custodian of the pupil and the clerk of the board must be notified of the action to expel and must include:
    a. The reason for the expulsion
    b. The right of the parent or guardian to appeal to the board.
    c. The right of representation.
    d. The right to request that the hearing be held in executive session. **In**

School Suspension/Corrective Learning Center:

Students may be assigned to In-School Suspension for disciplinary infractions that do not warrant out-of-school suspension. In-School Suspension is a monitored area where students will be expected to sit quietly and perform school assignments.

Students who cannot perform satisfactorily in In School Suspension may be suspended from school or referred to the ACE program for a period of up to 10 days.

Teachers will be expected to provide the ISS monitor with adequate assignments to keep the student engaged for the duration of the assigned period of time. Students are responsible for turning in their work to the monitor.

Discipline Management/Out-of-School Suspension Procedures:

All disciplinary actions are investigated by the school administration. If the infraction is one that may warrant suspension, the student will be provided an opportunity to provide their account of the facts involved - this is referred to as the due process hearing. The student will be given written notice of the intention to suspend and the reasons why. Within twenty-four hours of the suspension the student's parents or guardian, and the clerk of the board will be notified of the suspension in writing. The notification will include:

1. The reason for the suspension.
2. Number of days and dates included in the suspension.

3. The right of the pupil/parent to appeal to the board's designated representative, the Superintendent.
4. Appeal must occur within 1 week of notification.

Hall Passes

Students are NOT to be in the high school hallways during class without a designated pass from the teacher. Abuse of hall passes may result in a student being placed on a "NO PASS" list.

Cell Phones

Students should not use a cellular phone/texting device during the school day. Cell phones brought to school must be kept in the student's backpack or locker and must be turned off. Students caught using a cellular device during the school day will have their phone taken to the office and a parent will be notified to pick it up. Students are personally and solely responsible for the care and security of their cell phone/texting device. The Board assumes no responsibility for unauthorized use, theft, loss, damage, or vandalism to these devices brought onto its property.

Telephone - Office

The school telephone in the office is for official school business only. Students will not be called to the phone except in cases of an emergency. Messages will be delivered to the pupils between classes. The use of the school telephone by a pupil, except by permission from the office, is prohibited.

Acceptable Use Policy

The use of instructional technology at school is a privilege and not a right. Inappropriate use of technology privileges by any person will result in disciplinary action by school officials, which may include privilege revocation and/or legal action. A student's activities while using district technology must be in support of education and consistent with the curriculum outcomes of Southern Local Schools. Each student and parent is required to annually sign the district "Acceptable Use Policy" to ensure that they have been given the rules that govern the use of district technology and the consequences for misuse of district technology. For further information, please contact the school office.

Expectations For Student Conduct, Academic Honesty, and The Use Of Artificial Intelligence (AI) Tools

1. **Student Conduct**: Students must show respect for the law, school rules, others' rights, and authority. Disruptive or violent behavior is not tolerated. It is expected that students maintain respect for property, pride in their work, and exemplary standards of courtesy, decency, and honesty. The classroom environment should support effective communication, equal learning opportunities, fair consequences, and the enforcement of the Student Code of Conduct.

2. **Academic Honesty**: The Board expects integrity in students' academic work, prohibiting plagiarism, cheating, and other forms of dishonesty, including using AI tools to complete assignments without permission. Students must submit original

work and avoid any actions that unfairly affect their own or others' academic performance.

3. **Use of AI Tools**: AI tools are prohibited for schoolwork without teacher permission. Unauthorized use of AI for assignments is considered plagiarism. However, AI can be used for research assistance, data analysis, language translation, writing improvement, and accessibility, with teacher approval. Students must cite AI-generated content and explain its use.

4. **Disciplinary Consequences**: Violations of the policy, including academic dishonesty, will result in disciplinary actions such as failing grades, removal from leadership positions, and other appropriate penalties. Parents will be informed, and repeated violations will lead to further consequences. Students can appeal disciplinary actions based on the process in the student handbook.

5. **General Governance**: The Student Code of Conduct applies to all student behavior, even off-campus if related to school activities or directed at school officials. The Student Code will be reviewed annually.

Leaving the School Building After School

All students must leave the building when school is dismissed at 2:10 pm, unless they have a detention or meeting with a teacher or organized group. All meetings, detentions, and practices must be supervised.

Drug Prevention - Look Alike Drugs
Policy 5530

The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community.

As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

The Board prohibits the use, possession, concealment, or distribution of any drug or any drug-related paraphernalia as the term is defined by law, or the misuse of a product containing a substance that can provide an intoxicating or mood-altering effect on school grounds, on school vehicles, and at any school-sponsored event.

It further establishes a drug-free zone within 1000 feet of any facility used by the District for educational purposes.

The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful;

A. provide standards of conduct that are applicable to all students and which clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity;

B. include a clear statement that disciplinary sanctions, up to and including expulsion and referral for prosecution, will be imposed on students who violate the school standards of conduct and a description of those sanctions;

The sanctions may include, together with punitive action, voluntary referral to appropriate persons or agencies for screening and assessment. Such referral may only be made to qualified and properly licensed individuals or programs.

Lockers

All school lockers are the property of the Southern Local Schools. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of the students. Lockers are provided for each student without fee, and are to be regarded as that student's private property by all other students. Inspection of the interior of lockers may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant. The personal possessions of students located in a locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. It is against school policy for a student to use any locker other than the one assigned to that student by school personnel. Lockers are school property and should be kept clean and in satisfactory condition. Stickers, glue, or permanent markers will not be used on the inside or outside of school lockers.

Search and Seizure

Administrators may search a student or a student's property (including vehicles, purses, knapsacks, gym bags, etc.) with or without the student's consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation of law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the district and students have no reasonable expectation of privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted.

Additionally, students have NO reasonable expectation of privacy in their actions in public areas including, but not limited to, common areas, hallways, cafeterias, classrooms, and gymnasiums. The district may use video cameras in such areas and on all school, vehicles transporting students to and from regular and extra-curricular activities.

Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held, or turned over to the police. The school reserves the right not to return items that have been confiscated.

Permission to Leave School Grounds

Permission to leave school grounds must be obtained from the office **PRIOR** to departing. Your parent/Guardian must notify the office via phone for the student to be released. Before you depart the building, you must sign out in the office - you must sign in upon your return.

Personal Property

Students are NOT permitted to bring items such as firecrackers, matches/lighters, squirt guns, gambling devices, cellular telephones, pagers, etc. to school. When these items are found in a student's possession, they will be turned in to the office and returned only to a student's parent. **VALUABLES: Students are not to bring valuable items such as CD/tape players, electronic games, cameras, personal computers, DVD players, I pods, blackberries, etc. to school**. The school cannot, and will not, be responsible for personal items of value that become lost, stolen, or broken while at school. If a student brings any of these items to school and they interfere in any way with the educational process they will be turned into the office and returned only to a student's parent. NEVER should a student leave money or other valuables in their locker or desk!

Health/Safety

Drills – Fire, Tornado, Lockdown & Evacuations

- Fire drills are conducted as specified by State Law. The date and time of the drill will not be announced.
- Tornado drills are conducted as specified by State Law. Tornado drills may or may not be announced.
- Lockdown drills will be conducted throughout the year. Procedures for lockdown drills will be reviewed with the staff at the beginning of the year and communicated to and practiced by students and staff.
- Our school will recognize three levels of lockdown "threat", depending on the circumstances.

Accidents

Students *should report any/all accidents*, no matter how minor, to the supervising teacher. Seemingly minor accidents sometimes have serious after effects. Your insurance protection, if you carry any, may be seriously affected if you fail to report the accident. **Vehicle accidents on school property should be reported to either the Perry County Sheriff's Department or the Ohio Highway Patrol**.

Administration of Medication

A request form shall be filled out and returned to the office or school nurse before any medication can be administered at school. New request forms must be submitted each school year and as necessary for changes in medication order. A student shall not carry his/her own medication, nor shall a student administer his/her own medication unless he/she does so under the supervision of appropriate school personnel. Students may carry asthma inhalers, if the proper form is provided by the parent or guardian. Tylenol and ibuprofen are considered medications and may not be given without the completion of the request form.

Medications

All medications must be given to the school nurse accompanied with a form from the doctor with all pertinent information concerning the dispensing of the medication. No medication will be given without this instruction and authorization. This policy applies to ALL forms of medication.

Use of Prescription Inhalers and EPI Pens

A request form must be filled out and returned to the office or nurse before an inhaler can be administered at school. New request forms must be submitted each school year and as necessary for changes in a medication order.

Ohio School Law provides for two (2) options for students that require inhalers:

- Parents and physicians will fill out the "Request for Administration of Medication Form" and return the form to school and the inhaler will be kept in the Southern Local Clinic and be administered with supervision.
- Parents and physicians will fill out the "Request for Administration of Medication Form" and return the form to school and the student keeps and self-administers the inhaler. Please see the school nurse for these forms.

Drug Prevention

Miller High School will conduct ongoing education for its students about the dangers of using and abusing illicit drugs. This education will consist of classes, assemblies, and advisory flyers that are personally distributed to students. Miller High School will discipline and prosecute to the fullest extent, any violators of the code of conduct related to the possession, use and the sale of illegal drugs and any controlled substances or look alike substances.

Health Services

School health services compliment the educational system. We realize that total health is an important aspect in educating an individual. School health services for the most part are coordinated and implemented by the school nurse. The nurse remains on call daily for district health/accident care during school hours.

Illness

- If your child has had a fever of 100.0 or higher they must be fever free for 24 hours without the use of fever reducing medications before they are allowed to return to school.
- Strep throat- 24 hours after initial dose of antibiotic.
- Pink eye- 24 hours after initial dose of medication.
- Vomiting- free from vomiting for at least two solid meals.
- Diarrhea- free from diarrhea for at least 24 hours.
- Body rash with itching or fever- student must be free from rash, itching and fever. Student should be evaluated by a doctor if needed.
- Student has been in the hospital or had an Emergency Room visit- student must be released by a medical provider to return to school.

Insurance

The District does not provide student insurance coverage. Information about parental purchase of student insurance will be provided at the beginning of each school year.

Emergency School Closing

Southern Local Schools will be using the "One Call Now System" to alert the community of changes in schedules due to severe weather. In order to receive these calls, please make sure that the district office has an updated telephone number for your residence.

In an effort to avoid excessive loss of school days to bad weather, Southern Local Schools implemented a PLAN A. This plan allows buses to pick up students in locations primarily along the main roads which are often plowed and treated. An elementary bus stop list for PLAN A days will be provided. This information along with approximate stop times is posted on the school website.

All school activities are canceled or postponed when school is canceled due to inclement weather.

If an emergency occurs, the district will keep all students under school jurisdiction and supervision. Staff will remain on duty with the students during the emergency period. Parents are encouraged to not call the school in order to keep phone lines clear for emergency communications. Parents are also encouraged to not pick up their children until the emergency situation has subsided.

Athletics

All high school students are encouraged to participate in school athletic activities. High school athletics are an integral part of the high school experience and key to developing school pride. However, participation is a privilege and students must maintain athletic eligibility as outlined by the Ohio High School Athletic Association and the Southern Local Board of Education. Students are responsible for fully understanding eligibility requirements and should seek the details of eligibility from their coaches and/or the athletic director.

Students who are ineligible may practice with any athletic team as outlined in the Student Athletic Handbook. Students are expected to be leaders in our school and adhere to all policies and expectations as outlined in the athletic handbook.

Students not participating in extra-curricular activities still play an important role in the school community as spectators. While we encourage students to support extra-curricular events as fans, please remember that all school rules are in effect at both home and away events. In addition, each spectator is expected to:

PARTICIPATION: Athletes must be in attendance for 50% of the school day to participate in contests and practices, unless excused for medical appointments, driver's tests, funerals, etc. Proper documentation must be provided.

Students not participating in extra-curricular activities still play an important role in the school community as spectators. While we encourage students to support extra-curricular events as fans, please remember that all school rules are in effect at both home and away events. In addition, each spectator is expected to:

1. Remember that he/she is at a contest to support and yell for the team and to enjoy the skill and competition not intimidate or ridicule the other team and its fans.

2. Remember that school athletics are learning experiences for students and that mistakes are sometimes made. Praise student athletes in their attempt to improve themselves as students, as athletes, and as people as you would praise a student working in the classroom.
3. Remember that a ticket to a school athletic event is a privilege to observe the contest, not a license to verbally assault others and be generally obnoxious.
4. Learn the rules of the game so that he/she may understand and appreciate why certain situations take place.
5. Show respect for the supposing players, coaches, spectators, and support groups. Treat them as one would treat a guest in his/her own home.
6. Refrain from taunting or making any kind of derogatory remarks to the opponents during the game, especially comments of ethnic, racial, or sexual nature.
7. Respect the integrity and judgment of game officials. Understand that they are doing their best to help promote the student athletic, and admire their willingness to participate in full view of the public.

Dance Guidelines

All school rules apply at school-sponsored dances. Students are expected to dance & conduct themselves in a respectful & decent manner. High school dances are **ONLY** for grades **9 – 12.)** Inappropriate, sexually suggestive, “dirty” dancing is prohibited. It is also prohibited for students to sit on one another’s lap or between one another’s legs.

Junior/Senior Prom Requirements

Fundraising is essential to have a Junior/Senior prom. Students are asked to help fundraise throughout the year and receive “work” credits towards the purchase of their ticket. A junior who has at least 10 Works will be eligible to attend the prom for one-half the regular ticket price. Any junior who has at least 20 works will be eligible to attend the prom at no cost and a junior who has 30 works or more will be eligible to attend the prom and bring a date with no cost to either party. Qualifying works will be determined by the junior class advisor.

Seniors must have completed 30 or more work credits. Students who earn work as a junior may attend prom their senior year at a reduced/free ticket price. Qualifying works will be determined by the junior class advisor.

The Junior Class Advisor will be in contact with students via their school email address. Students must check their email daily for updates and fundraiser events to participate. Junior Advisors will have a parent/student meeting at the beginning of the year. A committee of juniors will be created to help with junior class activities.

A person must be under the age of 21 to attend the junior-senior prom. Any date guest who is not a student of Miller High School must be registered as a guest before the event.

Student Attendance

Loss of Credit(s)

The following will be considered excused absences: Death of an immediate family member, medical excuse from a medical professional, school field trip, approved college visitation, participation in school athletic contest, assemblies, school sponsored extra-curricular activities, educational options, court ordered court appearance, drivers exam.

Students who accumulate a total of 6 absences in a semester course or 13 absences in a yearlong course are at risk
of losing credit in the classes missed.

**Right of Appeal = A student who receives no passing grades for semester or yearlong courses may appeal to the principal if the absences were the result of unusual or extenuating circumstances. In order to appeal a no passing

grade determination, the student or the student's parent or guardian must file a written appeal with the principal within ten days of the date of the letter was sent to the student's home. The written appeal must state the reason why the student's absences warrant special consideration.

The appeal will be considered by the principal who may uphold the no passing determination, reverse the no passing determination, or extended the number of allowable absences. The decision of the principal is final. (Credit recovery options may be available to students.)
**Students are responsible for coming to class during an appeal, and also after losing passing grades for semester or yearlong courses. Loss of grades does not relieve the student from the responsibility to attend school. State law and board of education policies state that students must attend school.

Student Attendance Policy Overview

Students are expected to attend school regularly. Attendance in school is often reflected in a student's grades and achievement. Many studies show that chronically absent students are less likely to be readers in the early grades and less likely to graduate.

Recently, Ohio law on how school districts record and monitor student absences has changed. Attendance will now be tracked in terms of hours, not days. Southern Local Schools have worked to align its policies and procedures to the changes in law and to be in compliance with the recently released guidance information from the Ohio Department of Education.

FOR ALL ABSENCES, BOTH EXCUSED AND UNEXCUSED

A student will be considered to have **Excessive Absences** if they are absent from school for:

- 38 hours or more in one school month. This is approximately 6 days.
- 65 hours or more in one school year. This is approximately 10.5 days.

Parents/Guardians will receive a letter from their child(ren)'s school when one of the above thresholds are met.

What is an Excused Absence?

Any excused absence requires a note from home stating why the student was not in school. An absence may be excused for the following reasons:

- Call-in absences due to illness up to seven days. Only a doctor's excuses will be accepted for an excused absence after the seventh (7th) day absent.
- Medical, dental, or legal appointments - requires verification from provider.
- Death of a relative.
- Religious holidays.
- Other circumstances as determined by the school administration.

Examples of Unexcused Absences:

- Oversleeping
- Missing the bus
- Car trouble of any kind
- Running non-emergency errands

Habitual Truancy

A student is considered to be an habitual truant if he/she has UNEXCUSED ABSENCES that meet any of the following:

- 30 hours of consecutive unexcused absence. This is approximately 5 days.
- 42 hours of unexcused absence in one month. This is approximately 7 days. ● 72 hours of unexcused absence in one year. This is approximately 11.5 days.

If a student reaches the threshold for an habitual truant, the District is required to develop and implement an Absence Intervention Plan. Parents/Guardians will be contacted to participate in the development of the Plan. If a student and/or their family fails to participate or make satisfactory progress with the intervention process, or if the student continues to miss school, the district is required to make a complaint against the parent/guardian and/or the student with Juvenile Court and/or Children's Services.

Expectations for Parents

Parents are expected to notify the school of their child's absence on the first day of the absence. The parent should call the child's school the day of the absence and send a signed and dated note stating the reason for the absence on the first day the child returns to school. Notes for excused absences will not be accepted if they are not submitted within five (5) school days of the child's return to school.

Make-Up Work

It is the student's responsibility to obtain assignments from teachers following an absence. The parent may pick up homework for students who have been absent, if requested, from the office. Please allow sufficient time for teachers to collect work.

Plan for Excused Absences for Extracurricular Activity

Pupils absent from school to travel out of state to participate in an extracurricular or enrichment activity approved by the school district are entitled to be excused from class attendance for up to four days per year. If such a pupil is absent for four or more consecutive school days, a classroom teacher employed by the school district must accompany the student to provide instructional assistance. R.C. 3321.041. (House Bill 1)

Out- Of State (3321.041)

School districts, community schools, and STEM schools are required to count as excused absences, up to four (4) days per year, time that a student is absent from school for the sole purpose of traveling out of state to participate in an enrichment activity approved by the district or school governing body or in an extracurricular activity. The student is required to make up all missed classroom assignments. It is specified that, if the student will be out of state for four (4) consecutive school days for a school-approved enrichment activity, a classroom teacher employed by the district or school must accompany the student to provide instructional assistance.

Lunchroom Expectations

The lunchroom is intended to provide a pleasant dining experience for students similar to that of home and/or eating outside the home. Appropriate manners will be taught and reinforced during breakfast and lunch. While in the lunchroom, students should adhere to the following guidelines:

- Talk quietly (Voice Level 2) to others at your table and remain seated until dismissed.
- Listen for and follow directions of the lunchroom staff, aides, teacher, and principal.
- Use good manners.
- Pick up after yourself.
- Remain quiet (Voice Level 0) in the hallways as you enter/exit the lunchroom.
- Walk and be safe.

Food Service

All students will receive a free breakfast and lunch. Students have the option to bring a packed lunch from home. Please check the menu to determine if your child would like to bring a packed lunch. Glass containers are not permitted at school. Pop and energy drinks are not permitted at school. Any questions about lunch accounts should be directed to the Food Services Director at 740-721-0520.

Candy/ Food/Drinks

No food, candy, or drinks are to be brought to school for consumption in any area other than the cafeteria. This includes chewing gum, pop, juice, candy bars, and other food/drink items. Teachers may coordinate special projects in advance, with the building principal on a case-bycase basis. Water in clear plastic bottles with spill-proof lid may be permitted in classrooms by the teacher.

Vaping/E-Cigarettes

If vaping occurs at Southern Local Schools, because of the possibility of e-cigarettes containing controlled substances, we will discipline each incident as a drug-related misconduct. Any use, possession, selling, or attempting to sell any illegal controlled substance and/or look-alike drug will result in a ten (10) day Out-of-School Suspension and a Recommendation for Expulsion. If a student presents a copy of a drug test taken within twenty-four (24) hours of the initial discipline resulting in a negative test for controlled substances, then the discipline will be reduced to a tobacco offense. The drug test will be at the expense of the parent or guardian. Information about drug testing will be provided as needed.