

Chagrin Falls Exempted Village Schools



Chagrin Falls Middle School Student/Parent Handbook & Course Catalog 2021-2022

Chagrin Falls Middle School

CHAGRIN FALLS EXEMPTED VILLAGE SCHOOLS

Laila Discenza, Principal

August, 2021

Dear Parents and Students,

I am excited to welcome back students and staff for the 2021-2022 school year! There are pieces of the return that may seem “normal” which bring excitement, as flexibility and comfort are so important in a school community. I am so grateful that our district and families were so thoughtful in the educational plan and implementation, as it allowed us to be in person; communicating, interacting, and learning, even if distanced or masked.

In order to grow and be better this year than we were last year we must reflect. Martin Luther King Jr. once said, “There are some things within our social order to which I am proud to be maladjusted and to which I call upon you to be maladjusted.” We don’t have to go back to exactly how we used to be. Of course we yearn to return to some things like lunch without dividers, but there are some things that were improved due to our Covid situation. There were also some things that were brought to light that maybe were not apparent or reviewed in the past. We need to keep the focus in these areas. A return does not mean forgetting about all of the lessons that were learned or the ideas that were developed; those must continue.

Therefore at CFMS we will continue to be committed to students as our first priority. We will continue to cultivate interactions this year while building positive relationships. We will continue to support students not only academically, but physically, socially, and emotionally. Our staff is as devoted as ever; enthusiastic, innovative and positive. We will provide highly engaging, differentiated and cooperative lessons and activities to help kids learn best, feel success and develop an inner-drive. We address all the needs of our students while understanding equity and diversity. We will unite with those that stand for equality and compassion while modeling understanding and respect. We will stand against intolerance and will strive each day to make our school one of inclusivity, growth and acceptance.

We also will implement an Advisory period for students to receive for 3 hours each week. This time will be dedicated to teaching students to manage emotions, set and achieve positive goals, review grades, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions. We will also explicitly address time management, organization, study skills, social-emotional learning, college and career exploration and literacy instruction.

Please feel free to contact me at any time for any need. I am thankful to work with and for each of you. It's going to be a great year!

Proud to be a Tiger,



Laila Discenza
Principal, Chagrin Falls Middle School

CHAGRIN FALLS EXEMPTED VILLAGE SCHOOL DISTRICT NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights include:

1. The right to inspect and review the student’s education records within 45 days of the District’s receipt of a request for access. Parents or eligible students should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected;
2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights. Parents or eligible students may ask the Chagrin Falls Exempted Village School District (“the District”) to amend a record that they believe is inaccurate, misleading, or otherwise in violation of the student’s privacy rights. They should write the building principal, clearly identifying the part of the record they want changed, and specify why it is inaccurate, misleading, or otherwise in violation of the student’s privacy rights. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for an amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing;
3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including, but not limited to health, medical, and law enforcement personnel); a person serving on the District’s Board of Education; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll if the disclosure is for purposes of the student’s enrollment or transfer; and
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-8520

CHAGRIN FALLS EXEMPTED VILLAGE SCHOOL DISTRICT NOTICE OF DESIGNATION OF DIRECTORY INFORMATION

Dear Parent/Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires, with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Chagrin Falls Exempted Village School District ("the District") may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information from your child's education records in certain school publications. Examples include:

- a playbill, showing your student's role in a drama or music production;
- the annual yearbook;
- Online competitions, such as the Chagrin Art Show
- honor roll or other recognition lists;
- graduation programs;
- and sports statistics listed in programs, such as football, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- other schools the student is seeking to attend;
- class ring manufacturers;
- state or federal authorities auditing, evaluating programs or enforcing state or federal laws;
- a court by order of subpoena

The District has designated the following information regarding students as directory information:

- name;
- address;
- telephone number;
- date and place of birth;
- major field of study;
- dates of attendance ("from and to" dates of enrollment);
- participation in officially recognized activities and sports;
- weight and height, if a member of an athletic team;
- date of graduation; and
- degrees, honors, awards and other achievements.

Directory Information may be disclosed by the District for any lawful purpose in its discretion, without the consent of a parent of a student or an adult student, i.e., for publication in the local newspaper of the honor roll or information about student athletes; including such information in a student directory; or displaying such information on the District's website. In addition, two federal laws require the District to release the name, address, and telephone number of students in grades 9-12 to military recruiters and institutions of higher education that request the information unless the parent or eligible student direct the District not to release the information. Parents of students and adult students have the right to refuse to permit the disclosure of any or all of the above information to third parties. If you do not want the District to disclose directory information about your child without your prior written consent, you must notify the District in writing by September 15th of the school year.

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DIRECTORY

Mr. Phil Rankin	Board President	
Mrs. Kathryn Garvey	Board Vice-President	
Mrs. Mary Kay O'Toole	Board Member	
Mrs. Lori Bendall	Board Member	
Mrs. Sharon Broz	Board Member	
Dr. Jennifer Penczarski	Superintendent	247-3933
Mrs. Barbara Wilson	Admin Assistant	247-4363
Mrs. Jennifer Bencko	Director of Pupil Services	247-4670
Mr. Mike Daugherty	Directory of Technology	247-5500 ext 4012
Mrs. Rebecca Quinn	Director of Curriculum / Gifted Coordinator	247-2432
Ms. Carol Alderman	Admin Assistant	247-4346
Mr. Christopher Woofter	Director of Operations & Strategic Initiatives	247-5449
Ms. Delia Barth	Admin Assistant	247-5449
Mrs. Ashley Brudno	Treasurer	247-4571
Ms. Diane Dobies	Accounts Payable	247-4388
Ms. Jill Koval	Assistant to the Treasurer	247-4388
Ms. Kelly Wanyek	Payroll	247-4388
Mrs. Amanda Heintzelman	Response to Intervention Coordinator	247-4564
Nicole Martorello	Response to Intervention Tutor	247-4564
Caitlin McPheron	Response to Intervention Tutor	247-4564
Ms. Amelia Bendo	School Psychologist	247-4564
Ms. Debra Elam	School Nurse	247-4564
Mrs. Marti Jacobson	Director of Food Service	247-2453
Mrs. Lauren Jones	Admin Assistant	247-5375
Mr. Mike Morgan	Transportation Manager	338-8608
Kelly Sukol	Admin Assistant	338-8608

BUILDING LEVEL

Mrs. Laila Discenza	Principal	247-5263
Mrs. Connie Miralia	Admin Assistant	247-4746
Mrs. Wendy Wilson	Front Lobby Aide	893-7695 ext 4303
Mrs. Julie O'Neil	Front Lobby Aide	893-7695 ext 4303
Mr. Kyle Patterson	School Counselor	247-5483
Mrs. Jessica Fosnaugh	Mental Wellness Coach	247-5500 ext 4162
Mr. Todd Thombs	Athletic Director	893-7695 ext. 4337
Mrs. Angie Jameson	Library/Media Specialist	247-5500 ext. 4448
Mr. David Kimball	Makerspace Implementer of Technology	247-5500 ext 4371
Mrs. Jill Schroeder	Innovation Center Aide	247-5500 ext 4319
Mrs. Meghan Bando	Innovation Center Aide	247-5500 ext 4319
Mrs. Valerie Belsan	Food Service	893-7695 ext.4350
Mr. Jeff McLean	Custodian	893-7695 ext. 4351

CHAGRIN FALLS MIDDLE SCHOOL FACULTY

Department	Name	<u>893-7695 + Ext.</u>
Art	Ms. Amy Fenton	4345
English	Mrs. Marissa Ausperk	4326
	Mrs. Jessica Johnson	4329
	Mrs. Courtney Polcar	4327

Mathematics	Mr. Geoff Brown	4335
	Mrs. Lisa Janson	4338
	Mr. Todd Thombs	4337
Music	Mr. Nathan Bachofsky	4360
	*Mrs. Kendra Karriker	4355
	Ms. Casidy Reed	4359
	Mr. Robert Sobnosky	4360
Physical Education and Health	*Mrs. Carole Dennison	4328
	Mr. Paul Perrine	4434
Science	Mrs. Alison Hinesman	4317
	Ms. Emily Moore	
	Ms. Tamara Mrofchak	4336
Social Studies	Mrs. Marisa Veletta	4333
	Ms. Polly Mitchell	4391
Special Education	Mrs. Janet Adamoski	4309
	*Mr. Brian Johnson	4310
	Ms. Jessica Lauer	4311
	Mrs. Jenn Remaley	4389
World Language	*Mrs. Kathleen Aranavage	4312
	Ms. Brooke Campbell	4435
	Ms. Yan Guo	4435
	Mr. Terry Lardell	4341
STEM	Mr. Michael Wujnovich	4331

*Denotes Team Leader/Department Chair

BELL SCHEDULE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:40-8:26am	1st Period	1st Period 7:40-9:10am	4th Period 7:40-9:10am	1st Period	1st Period
8:29-9:15am	2nd Period			2nd Period	2nd Period
9:18-10:04am	3rd Period	2nd Period 9:15-10:45 am	3rd Period 9:15-10:45am	3rd Period	3rd Period
10:07-10:45am	Tiger Period			Tiger Period	Tiger Period
10:48-11:34am	4th Period 4A 10:48-11:11am 4B 11:11-11:34am	10:50-11:15am (Lunch A) 11:15-11:40am (Lunch B)	10:50-11:15am (Lunch A) 11:15-11:40am (Lunch B)	4th Period 4A 10:48-11:11am 4B 11:11-11:34am	4th Period 4A 10:48-11:11am 4B 11:11-11:34am
	5th Period 5A 11:37-12:00pm 5B 12:00-12:23pm			5th Period 5A 11:37-12:00pm 5B 12:00-12:23pm	5th Period 5A 11:37-12:00pm 5B 12:00-12:23pm
12:26-1:12pm	6th Period	6th Period 11:45-1:15pm	7th Period 11:45-1:15pm	6th Period	6th Period
1:15-2:01pm	7th period			7th period	7th period
2:04-2:50pm	8th period	5th Period 1:20-2:50pm	8th Period 1:20-2:50pm	8th period	8th period

COURSE FEES

School fees are established by the Board of Education and cover the cost of consumable supplies, such as student workbooks, planners, paperback books, news magazines, science lab and testing materials. Additional payment may be required for field trips and Advanced Placement tests. The fee amount for 7th grade is \$55 (plus Art Exploration - \$10 & French/Spanish - \$5), & 8th grade is \$55 (plus Art Exploration - \$10 & French/Spanish - \$8) and can be paid through Infinite Campus. Infinite Campus allows for payment via debit or credit card. There is a 4% service charge added to the fee amount for processing. Parents can still pay the fee by cash or check, made payable to the Chagrin Falls Board of Education, at the school office without incurring the service charge. Students are responsible for all fees at the beginning of the school year. Students who are financially unable to pay any fee should contact a building administrator.

STUDENT RECORDS

The "Family Educational Rights and Privacy Act of 1974" provides that parents or legal guardians of students under 18 years of age and students 18 years of age or older have the right to review and question the content of the student's official school records. Parents or students may request a review by submitting a written request to the building administrator. Within a reasonable time after receiving the request (no later than 45 days), the school will arrange a time for review in the presence of a qualified staff person. If the accuracy or appropriateness of the records are questioned and cannot be resolved informally, the Act provides for a hearing on the questionable material. The Act further provides that student records cannot be released without prior consent of parents of students under 18 years of age or without prior consent of students 18 years of age or older. Exceptions to the prior consent requirement include intra-school use, transfer, judicial order, or under certain circumstances use by the federal and state governmental officials. Complete details are found in the Board of Education policy.

SPECIAL SERVICES

SEARCH FOR CHILDREN WITH DISABILITIES

School districts across the state of Ohio participate in an effort to identify, locate, and evaluate all children from birth through 21 years of age who may have disabilities. Disabilities, in this instance, mean such conditions as hearing impairments, visual impairments, speech or language impairments, specific learning disabilities, emotional disabilities, multiple disabilities, intellectual disabilities, other health impairments, autism, and traumatic brain injury. Public schools have responded vigorously to federal and state mandates requiring the provision of a Free Appropriate Public Education (FAPE) regardless of a child's disability. In order to identify a disability, the school district will conduct a multi-factored evaluation of the child which may include interviews, observations, screenings, and testing. A team, including the child's parent, will review the evaluation results and determine whether the child is eligible for special education services through the public school. In the event that the child is found eligible, an Individualized Education Plan (IEP) will be developed by a team, including the child's parent, to meet the needs of the child. The Chagrin Falls Exempted Village School District is committed to meeting the needs of all children residing in the district. If you would like more information about the school district's policies and procedures for special education and confidential records, please contact the Director of Pupil Services at 440-247-5500 Ext: 4014.

SECTION 504 : Section 504 is a federal statute that prohibits discrimination against persons with disabilities in any program receiving federal financial funding. A student who has a physical or mental impairment that substantially limits one or more life activities, has a record of such impairment, or is regarded as having such impairment, may qualify as having a disability under Section 504. Major life activities are defined as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, working, and learning. Conditions impacting body systems (such as the endocrine or digestive systems) may also serve to qualify an individual with disability. Contact your child's school counselor or principal for further information about this and other considerations for children with disabilities.

DISTRICT POLICY AND PROCEDURES FOR CHILDREN WHO ARE GIFTED

All procedures for the identification and service of students who are gifted are in accordance with Adopted Board Policy and Chapter 3324 of the Ohio Revised Code and the recently updated 3301-51-15 Ohio Operating Standards for the Identification and Services for Children Who are Gifted (3301-51-15 - updated as of July 2018). The areas of identification by ODE guidelines are: Superior Cognitive Ability, Specific Academic Ability (Mathematics, Science, Reading, and Social Studies), Creative Thinking Ability, Visual and/ or Performing Arts.

It is important to determine whether additional assessment for the purpose of gifted screening/identification is appropriate and necessary for each student. Consideration of service options and selection criteria needed for programming eligibility is imperative to ensure that the most appropriate decisions are made. Many enrichment opportunities, arts-related opportunities, Honors courses, AP courses, etc. may not require gifted identification and/or may use other and/or additional student selection criteria. Assessment is helpful when it assists a student in attaining the most rigorous and appropriate courses/programs possible.

The district shall provide at least two opportunities per year for assessment in the case of each student requesting assessment or referred for assessment. The district provides four Gifted Assessment Windows per year, as follows: August 15-September 15, November 15-December 15, February 15-March 15, and May 15-June 15 for children requesting assessment or referred for assessment to ensure referred students are assessed within 90 days of referral. Gifted testing results for currently enrolled students must be collected by the end of the May 15-June 15 Gifted Testing Window to inform eligibility for Gifted/Advanced Programming during the following school year (in grades 4 and above), for programming which includes gifted ID's as Selection Criteria. Referrals must be received by the day before the identified Gifted Assessment Window begins to ensure a student's inclusion within this Window. Referral Forms are available in the School Guidance Office, the Board of Education Office, and via the district webpage (under "Resources and Forms") at :<http://www.chagrinschools.org/GiftedandTalented.aspx> Completed Referral Forms should be forwarded to the School Guidance Counselor and/or the Director of Curriculum/Gifted

Coordinator within Central Office. All assessments are administered by qualified personnel, with results available within 30 days of assessment.

INTERVENTION SERVICES

The District utilizes a multi-tiered system of supports to develop interventions to meet the behavioral and academic needs of every child. Building level teams, including administrators, teachers and other professionals work to design, implement and evaluate interventions which are targeted to identified child needs. As the parent/guardian, your attendance and participation in this process is not required; however, we do believe your participation is valuable.

POSITIVE BEHAVIORAL INTERVENTION AND SUPPORT; “RESTRAINT AND SECLUSION”

The District implements Positive Behavior Interventions and Supports (PBIS) on a systemwide basis for the purpose of improving academic and social outcomes and increasing learning for all students. In accordance with O.A.C. 3301-35-15(H), the Chagrin Falls Exempted Village School District sends notice to the public regarding Board of Education policy, JP - POSITIVE BEHAVIORAL INTERVENTION AND SUPPORT; RESTRAINT AND SECLUSION. To read the full text, please go to the district’s website– and click on the “District” tab. You can access the policy by clicking on “Board of Education” then scrolling to “Board of Education Policy Online.” Type, “Positive Behavior,” in the search box.

GENERAL INFORMATION

ADDRESS CHANGE

The parents of students who move are responsible for contacting the school (Pupil Services Office 247-4670) to report their change of address and phone number. Please review the information located on the district website linked [here](#). It is very important that the school have current addresses for medical emergencies, mailing grade cards, etc.

AFTER SCHOOL GUIDELINES

Whenever a student stays after school, he/she must be under the direct supervision of a staff, faculty member or other adult supervisor. Students who stay after school to receive assistance from a teacher, must be with that teacher at all times. Students who stay after school for an after school activity, must be with their adult supervisor at all times.

APPEARANCE GUIDELINES

We, as administrators, teachers, parents, students, and community, have the right to expect a higher standard of dress in the school atmosphere. While the major responsibility for good grooming rests in the home with the student and parents, the school has certain concerns based on consideration of health, safety, and the maintenance of the school atmosphere that promotes study and learning. Reasonable conformity to current fashions in student dress is to be expected and is appropriate; however, when student appearance becomes extreme and, in the considered opinion of the school administration, violates health or safety regulations, is not in keeping with appropriate dress for school, or violates commonly accepted standards of modesty; such appearance is not acceptable. Students are expected to follow dress code guidelines at all times. Continuous violations of this dress code may result in further disciplinary action. The following statements are provided as guidelines to promote understanding of a few areas of concern:

1. Any apparel showing suggestive or profane pictures or wording; showing alcohol, tobacco, or drug-related sayings or pictures; promoting sex, violence or self-destructive behavior; or any item that defames the nation, state, community or an individual will not be permitted.
2. Clothing should be so constructed and worn in a manner that is not unduly revealing, including tight-fitting or excessively short.
3. Clothing with group markings, same color clothing or accessories symbolizing gang membership will not be tolerated.
4. Proper footwear must be worn at all times in the school buildings.
5. Sunglasses are not to be worn in the building.
6. Hats and bandanas are not to be worn in the building and are to be kept in assigned lockers.
Students who choose to wear hooded sweatshirts are not permitted to wear the hoods on their

- heads.
7. Appropriate undergarments for males and females must be worn.
 8. No undergarments should be visible (male or female) whether standing or sitting.
 9. Any new "fads" in clothing, athletic uniforms, or anything not specifically covered in the above guidelines, which is considered inappropriate dress shall be dealt with at the discretion of an administrator/designee

CELEBRATIONS

Due to increasing numbers of students with life threatening food allergies we will protect student health and safety and maintain our instructional focus. Edible treats are not permitted and parents are asked not to send food related items to share with classmates at any time. They are also asked not to bring in food related items for student presentations and special school-wide events.

Guidelines

The following guidelines will be followed-when staff is providing an administrator approved celebration:

- Parents of students with known allergies or dietary restrictions and the nurse will be alerted
- All party snacks are to be prepackaged - no homemade snacks or treats will be permitted or accepted by the teacher, even to 'send home' with students. Party snacks should not have peanuts or tree nuts listed on the ingredient list; and
- All snacks served will remain inside the classroom and will not be sent home with students.

CELLULAR PHONES

Students are permitted to bring cellular phones to school. However, they must be off during school hours and at specific school activities, i.e., music programs, plays, recognition programs, unless directed by a staff member to use for an instructional activity. Cell phones should not be taken into locker rooms. Students who do not follow this policy may receive a consequence for non-compliance. For those with repeated violations, the office staff may confiscate your device and parents will need to retrieve them from the school office at an agreed upon time.

COMPUTER USAGE

The Board of Education recognizes that technology can greatly enhance the instructional program. Additionally, the Board recognizes that computers and instructional technology are to be used in a responsible, efficient, ethical and legal manner. Access to Internet services provides connections to other computer systems all over the world. Users and parents of users (if the user is under 18 years of age) must understand that neither the school nor the district can control the content of the information available on these systems. Some of the information available is controversial and sometimes offensive. The school district does not condone the use of such materials. School employees, students and parents of students must be aware of the privileged use of the District computer system and Internet access. All users of the District system will be required to sign a responsible use policy in order to indicate the user's acknowledgement of the risks and regulations for computer and Internet use. Failure to abide by appropriate computer use will result in withdrawal of privileges and discipline, where deemed necessary.

By signing the handbook, I hereby apply for a student account on the District computer network. I have read and I understand this computer policy and its guidelines and regulations and agree to abide by all of the rules and standards for acceptable use stated therein and any policy or regulation updates provided by the District. I further state that all information provided for the creation of this account is truthful and accurate. **Parental Release (for Students Under 18 Years of Age):** I/We, the parent(s) of (student name) have read and understand the computer policy and its guidelines and regulations and we agree to its terms and conditions. We confirm our child's intentions to abide by the terms and conditions therein or any policy or regulation updates provided by the District. We also agree to supervise our child's use of the computer network from home or outside of the classroom.

ELEVATOR USAGE

Use of the elevator is reserved for students possessing a medical excuse. Permission must be obtained from the nurse or administration. Those granted the use of the elevator shall comply with the established regulations. An injured student may take only one other student on the elevator to help carry books and backpacks.

FIELD TRIPS

Class field trips may be scheduled as an important part of the academic program. A notice to parents in advance of the trip will be carried home via students. Transportation will be by school bus or on foot if the destination is local. Parental permission (district form) and paid school fees is required for participation. **Disciplinary infractions that occur during the school year may be cause for trip privileges to be revoked or modified.**

GRADE REPORTING

Infinite Campus is a web-based system accessible from the district website which allows parents to check student grades on a consistent basis. Initial teacher handouts will include information as to when they will update their class grades. This will eliminate the need for mid-term or progress reports. If you do not have Internet access, printed copies of your child's grades can be made available to you upon request by contacting your child's guidance counselor. **Grades are posted to Infinite Campus no later than one week following the end of each grading period.**

Chagrin Falls 7-12 Campus Grading Scale	Grade	College Prep & Advanced MS/HS Course	Honors (HS) Courses	AP (HS) Courses
92-100	A	4.0	4.5	5.0
90-91	A-	3.7	4.2	4.7
88-89	B+	3.3	3.8	4.3
82-87	B	3.0	3.5	4.0
80-81	B-	2.7	3.2	3.7
78-79	C+	2.3	2.3	2.3
72-77	C	2.0	2.0	2.0
70-71	C-	1.7	1.7	1.7
68-69	D+	1.3	1.3	1.3
60-67	D	1.0	1.0	1.0
0-59	F	0	0	0

LOCKERS

Lockers are assigned to each student. Students may not change lockers without permission from the office. **Lockers are school property, and the school retains the right to inspect and search lockers and their contents at any time. There should be no expectation of privacy.** Students are responsible for the cleanliness of their assigned lockers inside and out. Writing is not permitted on lockers. Cleaning materials are available in the office. Thefts or other locker problems should be promptly reported to the office. The school cannot be responsible for items in lockers. Students are asked not to bring valuables to school.

LOST AND FOUND

Lost and found items will be placed in the MS lobby on the lost and found table. All items that your child brings to school should be labeled with his/her name. All lost and found items are cleaned out periodically during the school year. Unclaimed items are donated to local charities one week following the end of each grading period.

LUNCH CHARGES

Students who forget lunch or have no money in their account may receive a sandwich in the cafeteria and this will then be further deducted from their account. Lunch menus and individual student lunch accounts can be accessed online. The Chagrin Falls Exempted Village School District reserves the right to temporarily suspend lunch service, or forgo the use of the cafeteria in an effort to insure the health and safety of students and staff in unique situations (i.e. widespread school/community communicable illness, pandemic, security breach).

OFFICE

The school office is open daily from 7:15 a.m. until 3:30 p.m. School business is conducted in the office and students are expected to be courteous and considerate. There is a phone in the office for student use . We ask that parents limit the drop off of forgotten supplies.

PARENT - TEACHER CONFERENCES

Teachers are available for conferences during their daily preparation periods. Students and parents may contact teachers at school (893-7695 plus extension number; see front directory) for an appointment. When necessary, teachers will arrange to meet with students and parents before or after school. Students are encouraged to participate in the fall and spring conference nights with their parent(s).

PROMOTION-RETENTION PROCEDURES

Notification of student progress to parents.

1. Report cards are posted to Infinite Campus no later than one week following the end of each 9 week grading period.
2. Potential failure letter sent to parents of students that may fail a major course.
3. Retention letter, with tutor and summer school list, sent to parents.

In addition to notification, on-going progress can be monitored through the **Infinite Campus** (see Page 12) that is updated weekly.

Placement/Promotion

1. Any student may be **placed** at the next grade level by the principal.
2. A student may be **promoted** to the next grade level when successful remediation in the failed course(s) has been determined.
3. Remediation may include successful completion of summer school or tutoring.

REGISTRATION

Parents/guardians wishing to enroll his/her child must live within the school district and provide the following information:

- Birth Certificate *
- Proof of residence
- Immunization records **
- Custody papers (if applicable)
- Proficiency history
- IEP/504 if applicable

*Ohio Law (S.B. 321, 4/9/85) also requires that a birth certificate and official records from the school of previous attendance be presented upon entry. Failure to provide these documents must result in notifying local enforcement officials of a possible missing child.

**Ohio Law requires all students to be immunized against communicable diseases or be in the process of receiving immunizations before they are enrolled in school. All new students will not be permitted to remain in school for more than 14 calendar days unless immunization is complete. (See Section III, Immunization Requirements). Special Needs Information at the time of registration, it is beneficial for parents to alert school personnel about any special student needs (i.e. special education issues, IEP's, past behavior and/or learning concerns, medical issues, etc.)

SCHEDULE CHANGES

Because of teacher assignments, classroom assignments, and textbook and supply orders, changes in student schedules cannot be made except for the following reasons:

1. Errors made in scheduling by the school;
2. Adjustments to meet faculty changes;
3. Completions of courses in summer school;
4. Failure of a course;

5. Adjustments necessary to balance classroom enrollment;
6. Subject level changes recommended by a teacher and/or counselor;
7. Changes necessary because of illness or injury;
8. School-initiated changes.
9. Deadline for dropping a course (1st semester) is the 7th week for dropping a course and (2nd semester) is the 7th week of the 2nd semester of the current school year.

SCHOOL DANCE GUIDELINES

All school rules apply at school dances. Students may be removed from dances for breaking those rules. Only students currently registered in Chagrin Falls Middle School are permitted to attend school dances.

THEFTS

If a student finds any personal property (clothing, money, etc.) missing, he/she should immediately report it to the office and complete a "Missing Property Report." Students are reminded that they should keep their hall and gym lockers locked and secure valuables within their lockers. The school assumes no responsibility for lost or stolen items at school or school sponsored activities.

TRANSFERS AND WITHDRAWALS

A student who is transferring to another school should obtain a withdrawal slip from the guidance secretary and have it signed by each teacher as he/she returns textbooks. All school materials must be returned. The guidance secretary must be given the name of the new school and the student's new address. The office will send a transcript of credits to the new school upon written request of the parent/guardian or student if he/she is over 18 years old.

TUITION AND NONRESIDENT STUDENTS

Except for students placed in the school district by child placement agencies, by court order, for special education purposes, or through legal guardianships, children of non-residents are not accepted for enrollment. A student whose parents or guardians move outside the school district during the school year may be granted permission to finish the semester on a tuition basis, as per [Board Policy JECB](#).

ATTENDANCE POLICY

DEFINING ABSENTEEISM

The primary responsibility for school attendance is placed with the parents. The parent is responsible for permitting only those absences that can be excused in accordance with Ohio Revised Code and the regulations of the Chagrin Falls Exempted Village Schools.

A student is deemed "excessively absent" from school when the absences occur with a nonmedical excuse or without an excuse for 38 or more hours in one school month or 65 or more hours in one school year. Parents will be notified in writing that the student is defined as "excessively absent" from school and may be referred to community resources. The district will follow its plan for absence intervention.

A student is considered to be "habitually truant" from school when the absences occur without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month, or 72 or more hours in a school year.

Upon failure of the responsible adult to cause the child's attendance at school, if the child is considered "habitually truant," the Board shall initiate action by the Absence Intervention Team to develop an absence intervention plan, which may include providing a truancy intervention program, requesting or requiring a parent or guardian, or other person having care of an habitual truant to attend parental involvement programs, notification of the registrar of motor vehicles under ORC 3321.13, or taking legal action pursuant to ORC 2919.222, 3321.20, or 3321.38.

If the student does not make progress on the absence intervention plan or continues to be excessively absent, the district will file a complaint in juvenile court (ORC 3321.19). The complaint shall allege that the child is unruly for being habitually truant, or is a delinquent child for being habitually truant who previously has been adjudicated an unruly child for being habitually truant; and the parent, guardian, or other person having care of the child has violated ORC 3321.38.

ABSENCES AND ATTENDANCE

Rationale : State Law requires, with limited exceptions, regular attendance of all students under 18 years of age. Regular class attendance is essential if learning is to take place. The instructional process requires a continuity of instruction, regular classroom participation, and consistent study in order to reach the goal of maximum educational benefits for each student. Thus, frequent absences and truancy cannot be permitted. The school administration reserves the right to determine whether or not an absence from school is excused. Only a parent, legal guardian, or a student of age 18 or older can request that a student's absence be excused.

Student Absences and Excuses: Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor schoolwork; therefore, all students are urged to make appointments, do personal errands, etc., outside of school hours. Reasons for which students may be medically excused include, but are not limited to (customize to reflect District reasons):

1. personal illness of the student
2. illness in the student's family necessitating the presence of the child
3. emergency or other set of circumstances in which the judgment of the Superintendent constitutes a good and sufficient cause for absence from school, which may include but not be limited to absences due to documented medical appointments

Reasons for which students may be non medically excused include, but are not limited to (customize to reflect District reasons):

1. needed at home to perform necessary work directly and exclusively for parents or legal guardians for a limited period of time when approved by the Superintendent (applies to students over 14 years of age only);
2. death in the family (applies to absences of up to 18 school hours unless a reasonable cause may be shown for a longer absence);
3. observance of religious holidays consistent with a student's truly held religious belief;
4. traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to 24 school hours);
5. college visitation;
6. absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status;
7. absences due to a student being homeless or
8. as determined by the Superintendent.

Each student who is absent must immediately, upon return to school, make arrangements with his/her teacher(s) to make up assignments missed. Students who are absent from school for reasons not permitted by State law may, or may not, be permitted to make up work. Students with qualifying absences may complete missed work for credit and will have the same number of days to complete work as the number of excused absences. Students who are absent due to an in-school detention or out-of-school suspension are permitted to make up missed classroom assignments. Each case is considered on its merits by the principal and the respective teacher(s). Students are requested to bring a note to school after each absence explaining the reason for the absence or tardiness.

ABSENCE REPORTING

Parents are responsible for informing the school of his/her child's absence and the reason for the absence before 8:30 a.m. on the day of the absence. Parents/guardians may leave a message the night before or prior to 8:30 a.m. The message should include the following information:

- Student's name and grade
- Date(s) of absence and return date, if known
- Reason for absence
- Phone number where parent/guardian can be reached
- These calls may be subject to verification by the administration

Upon receiving the absent list for the day, an automated call system will telephone all parents who have not notified the school of their child's absence; therefore, parent/guardians shall provide the school with their current home and/or work telephone numbers as well as emergency telephone numbers. By law, the primary purpose of this contact is to ensure that the parent is aware of the student's absence from school.

After being absent for part of a school day or if a student arrives after 7:40 A.M., he/she must report to the office before reporting to class to sign in on the attendance sheet. Students not providing or having a call within 24 hours to verify an absence will have the absence deemed unexcused and may or may not receive full credit for their assignments.

APPOINTMENTS SCHEDULED DURING THE SCHOOL DAY

Appointments should not be scheduled during school except when unavoidable. Students should come to school with an appointment note from home to turn into the morning teacher on duty in the cafeteria. The student will be issued a pass to get out of class at the appropriate time. It is the responsibility of the student to report to the office and sign out before meeting a parent or guardian outside the school. Students returning to school from an appointment should bring a doctor appointment verification slip and sign in at the office to obtain a pass back into class.

FAMILY EMERGENCY

In the event of a family emergency please contact the attendance office and/or the appropriate guidance counselor with a brief explanation of the situation. Our staff working collaboratively with the parents will use discretion in notifying the respective teachers. Arrangements to secure makeup work and assignments will be addressed.

ILLNESS DURING THE SCHOOL DAY

Whenever a student becomes ill at school and wants to go home, the student will report to the office with a pass from his/her current teacher. At no time should an ill student remain in a restroom or unsupervised area. No student will be excused to go home unless one of the parents or emergency contacts listed on the emergency medical form is personally contacted and the school is given permission to release a student. After two attempts have been made to reach a parent or emergency contact without success, the situation will be assessed and a determination will be made if the student returns to class.

MEDICALLY EXCUSED

A medically excused absence occurs any time a student is out of school due to illness or medical visit (physician, dentist, mental health, etc.). Medical excuses will be accepted in the form of doctor's note within five school days of the absence or parent call-in on the day of the absence due to illness or doctor's visit. A student may have up to 10 medically excused absences without a doctor's note, but with a parent call-in. This policy will be extended beyond 10 days if the student or someone in the student's family is in quarantine due to COVID-19 or experiencing symptoms of COVID-19.

PLANNED ABSENCES

Students will be granted a total of five (5) days of planned excused absences for the school year which may include: 1. A family circumstance that constitutes good and sufficient cause, 2. Family trip or vacation, and 3. College visitations. Students who anticipate being out of school one or more days because of a planned absence, MUST obtain a planned absence form from the office and complete it prior to the planned absence, to include the Principal's signature. Students who are excessively or habitually absent from school may not be granted planned absences unless the Principal approves the request.

TARDINESS TO SCHOOL

A tardy is defined as arrival to school after the first period bell has rung. All tardies to school are unexcused unless accompanied by a doctor/dentist note.

Students will receive the following consequences for accumulated unexcused tardies to school:

4th-8th tardy– one After School Detention

9th -12th tardy – one Saturday School

13th and subsequent tardies-Progressive Discipline

This process will repeat every semester

VACATIONS

While we always encourage activities that give families time together, we do want to stress the importance of school attendance for students. We ask that family vacations be planned for days when school is not in session. A Planned Absence Form can be picked up from the office. Students are to make arrangements with the classroom teacher for all makeup work. Students with excessive absences may be denied vacation requests unless the Principal or his/her designee approves the request.

CODE OF CONDUCT

INTENT AND PURPOSE

Each Board of Education is required to adopt a set of rules and regulations designed to maintain order and discipline necessary for effective learning. The Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning and that reasonable disciplinary and prescriptive means be employed to deal with those who would impair or deny such an environment. The full objective of this code is to ensure fair and equitable handling of disciplinary problems. This code is intended to standardize procedures to guarantee equally the rights of every student in the Chagrin Falls Exempted Village School System. The student discipline code explains the types of conduct which will lead to disciplinary action. This code is meant to be a guideline for student behavior and may not address all behaviors. Because a behavior is not included does not mean it cannot be addressed nor is it exempt from disciplinary action. This discipline code shall be made available to all students and available in a central location within each school building in the district.

SCOPE OF JURISDICTION

This Code of Student Conduct is in effect while students are under the authority of school personnel or involved in any school activity. This includes but is not limited to school buses and property under the control of school authorities, and while at inter-scholastic competitions, extra-curricular events, or other school activities or programs. This Code of Student Conduct specifically refers to: misconduct by a student that occurs off school district property but is connected to activities or incidents that have occurred on school district property and, misconduct by a student that, regardless of where it occurs, is directed at a district official or employee or the property of an official or employee.

STUDENT RIGHTS AND RESPONSIBILITIES

Students attend the Chagrin Falls Exempted Village Schools under the direction of state law and with the full benefits of constitutional protection of their rights as citizens and may, therefore, act, speak, and behave as young citizens within a large scope of options. Students have a right to reasonable treatment from the school and its employees. The school has a right to expect reasonable behavior from students. Freedom carries with it responsibilities for all concerned. In the event that consequences are justified and warranted, students will be afforded their procedural due process rights and fundamental fairness.

STUDENT DISCIPLINARY INFRACTIONS AND CONSEQUENCES

A violation of any school rule may result in disciplinary action. Disciplinary actions include, but are not restricted to, the following: oral reprimand, counseling, parental conferences, denial of privileges, detention, removal from class or school activity, in-school detention, Saturday School, emergency removal and referral to law enforcement agencies, suspension, alternatives to suspension programs, or expulsion.

BEHAVIORAL GUIDELINES

CODE OF STUDENT CONDUCT CONSEQUENCES DEFINED

The following is a list of the types of consequences that are used at Chagrin Falls Exempted Village Schools. Disciplinary actions will generally be progressive in nature; administration may repeat and/or omit steps in the process pursuant to professional judgment as it relates to specific conditions. In addition and when necessary, the

disciplinary actions of expulsion may be carried over to the next school year.

TEACHER DETENTIONS

Teacher detentions will be served with the teacher who issued the detention. Teacher detentions can last up to one hour and will be worked out between the teacher, student, and parent. They can be served before or after school. It is the responsibility of the student to report to the assigned detention as determined by the teacher. Students are given 24 hours' notice to make the assigned detention. Teachers may also notify the parents of the assigned detention. Teachers may do this as a courtesy as well as an attempt to inform the parents of behavioral concerns. Students can complete unfinished homework or assignments during their detention. *If detentions are not served by the determined date an ASD will be assigned by the Principal or his or her designee.

ASD - AFTER SCHOOL DETENTION

ASDs are to be served after school from 3:00 to 4:00 p.m. in a designated room. Parents/guardians may be notified by phone, email or mail of the detention. . Students are required to bring materials necessary to complete assignments and/or appropriate reading materials. They are to plan in advance the best way to utilize the 1 hour time period to be served. ***Failure to serve ASDs on or before the assigned deadline will result in additional discipline assigned by the Principal or his or her designee.**

SATURDAY SCHOOL

(2 Hours 8:00 a.m. - 10:00 a.m. and 4 Hours 8:00 a.m.- 12:00p.m.): Saturday School may be assigned for violations of the Student Code of Student Conduct. It is used as an alternative to out-of-school suspension. Saturday School detentions will be held on Saturday; Students may be issued a 2 hour Saturday school or a 4 hour consequence. Students are expected to be prompt and bring enough schoolwork and reading material to keep them busy for the duration of Saturday school. Students not bringing work to do, sleeping, or behaving in an unacceptable manner will not receive credit for Saturday School and will be referred to the building administrator for progressive discipline. Parents and students will be notified in writing at least one (1) day in advance of a Saturday School assignment so that transportation, work arrangements, etc.can be worked out. ***Failure to serve a Saturday School assignment will result in additional discipline which may include additional Saturday School assignments or progress to an out-of-school suspension**

ISD – IN SCHOOL DETENTION

In School Detentions may be assigned for violations of the Student Code of Conduct. It will be used as an alternative to out-of-school suspension. All students assigned to In School Detention are required to report to assigned area promptly by 7:40am and stay in the assigned area until the end of the school day 2:50pm. A student in In School Detention will be considered in attendance in school but will not be allowed to attend classes. Students in In School Detention are eligible for participation in athletics and activities at the end of school. Students in In School Detention will be expected to have materials and supplies needed to complete teacher assignments, homework or other school-related work.

CONFISCATION

Surrendering of items/objects that are illegal, inappropriate, or disruptive/distracting to the educational process. All items will be kept by the administration; items may be returned at the conclusion of the day at the discretion of the administrator. Continued violations may result in the parent/guardian making an appointment to pick up the items in question. Illegal items will be turned over to the proper authorities.

TEMPORARY REMOVAL

When a student is disruptive or insubordinate, he/she may be temporarily removed from class/study hall/hallway/cafeteria or other area for an amount of time to be determined by the administration. Students may also be excluded from an activity and denied the right to participate.

EMERGENCY REMOVAL

There are occasions when a student's behavior poses a threat to the safety of themselves or others, or may result in

physical damage to property. When these instances occur, it is reasonable and prudent for school officials to conduct an emergency removal of that child from the school premises, pending disciplinary action.

- By an Administrator - If a student's presence and behavior pose a continuing danger to persons or property or disrupts or threatens to disrupt the learning process, the superintendent, a principal, or other school administrator may remove the student from the school premises for a period not to exceed one (1) school day.
- Parent(s), guardian(s), or custodian(s) will be notified by telephone prior to enacting the impending removal and reasons for it.
- By a Teacher - If a student's presence and behavior pose a continuing danger to persons or property, disrupts, or threatens to disrupt the learning process, the teacher may remove the student from curricular or co-curricular activities under his/her supervision with the following conditions:
 - Disruptive students are to be sent to the office as soon as possible. The specific reasons for removal by the teacher must be submitted in writing to the administrator as soon as practical after removal. The administrator will review the referral and the appropriate action will be taken.
 - A student who is removed from an extracurricular or co-curricular activity that is taking place after school hours must leave the campus immediately.
 - The administrator will make appropriate arrangements for a reinstatement meeting with the teacher and the student prior to the students return to the classroom or activity.

COMMUNITY SERVICE

The Superintendent or his or her designee may require a student to perform community service in conjunction with or in place of suspension and/or expulsion. Community service may be performed at school related events.

SUSPENSION

Suspension means the student may not come to school, attend classes, or attend any school events at home or away. A suspension can be up to 10 school days. At the time the suspension is imposed if there are less than 10 school days remaining in the school year the suspension cannot be extended into the next school year. Students are under the supervision and jurisdiction of his or her parent or guardian. Students coming onto school property without prior permission from the administration while they are under suspension will be charged by the police for trespassing. The suspension begins on the date designated by the administrator and ends the morning of the student's return. Students remain suspended throughout the appeals process unless directed by the Superintendent or his or her designee. Failure to comply with the stipulations stated in the suspension notification will result in the full suspension as outlined in the Code of Student Conduct.

The District permits students to complete any classroom assignments missed due to the suspension. Students will receive at least partial credit upon completion of any assignment missed due to suspension. Grade reductions are permitted but students will not receive a failing grade on a completed assignment solely due to the student's suspension. A student who is issued a 10 day suspension is required to attend a reinstatement meeting which will be conducted upon the return to school. Parent(s) and/or Guardian(s) must attend this mandatory meeting with his/her child.

APPEAL PROCEDURE

1st Level of Appeal : A student, parent, guardian, or custodian may appeal the order of an out-of-school suspension to the Superintendent or his/her designee by filing a written notice of appeal within (10) days of notice of out-of-school suspension. If the appellant intends to be represented by an attorney, the notice of appeal shall so indicate. The hearing shall be held within ten school days of the filing of the notice of appeal, unless the time is shortened or extended by the Superintendent. For the purposes of an out-of-school suspension by a building level administrator, the Superintendent or his /her designee shall act as the hearing officer. The student shall continue to serve the suspension while the appeal is pending. The appeal shall be conducted in accordance with the Ohio Revised Code. All witnesses will be briefed on the proceedings prior to the start of the appeal and a verbatim record is kept.

2nd Level of Appeal : Should a student, parent, guardian, or custodian choose to appeal the decision of the Superintendent or his/her designee to the Board of Education or its designee, he/she must do so within 10 days of the decision notice from the 1st level of appeal. The procedure for such is provided in regulations approved by the Board. All witnesses are sworn and a verbatim record is kept of the hearing which may be held in executive session at the request of the student, parent, guardian, or custodian. The student may be excluded from school during the appeal process.

EXPULSION

Expulsion is defined as the removal of a student for more than 10 days, but not more than one year. An expulsion can extend beyond the end of the school year. If there are fewer school days than the expulsion days remaining in the school year, the Superintendent may apply any remaining part or all of the period of the expulsion to the following school year. This means that the student does not attend school, and is not allowed the opportunity to do any make-up work or attend any school functions. ***During the period of expulsion or exclusion, credits earned in any other educational setting and/or institution will not be accepted by the Chagrin Falls Exempted Village School District.**

APPEAL PROCESS FOR AN EXPULSION

A student who is 18 or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board of Education or its designee. The appellant(s) may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee. Notice must be filed within 10 days of the Superintendent's decision to expel to the Board directly or through the Superintendent's office. A verbatim record will be kept of the hearing. The hearing may be held in executive session at the request of the student, parent or guardian. The decision of the Board may be further appealed to the Court of Common Pleas (Board Policy JGE)

AUTOMATIC EXPULSION FOR ONE YEAR

Section 3313.66 of the Ohio Revised Code states that the Superintendent must expel a student for one year for bringing a firearm on school property, in a school vehicle or to any school-sponsored event.

FIREARMS

The definition of a firearm is any weapon (including a starter's gun) which will or is designed to, or may readily be converted to expel a projectile by the action of an explosive; including the frame or receiver of any such weapon and any firearm muffler or silencer or any destructive device (as defined in 18 U.S.C.A. Section 921), which includes any explosive, incendiary or poisonous gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one ounce, mine or device similar to any of the devices described above.

DANGEROUS INSTRUMENT

Weapons and dangerous instruments include any object which is used or may be used to inflict physical harm or property damage. These include knives (defined but not limited to any cutting instrument consisting of a sharp or pointed blade fastened to a handle) and other dangerous objects of no reasonable use to the student at school (including normal school supplies like pencils or compasses) which a reasonable person might consider, under the circumstances, capable of harming a person or property. ***In the case of any violation related to a dangerous weapon and/or instrument, the student may be expelled from the school by the Superintendent for the period of one calendar year.**

DESTRUCTIVE DEVICE

The term "destructive device" means any fireworks, explosive, incendiary, or noxious irritant or poison gas, such as a bomb or grenade. In the case of any violation related to a destructive device, the student may be expelled from school by the Superintendent for a period of one calendar year. **In the case of any violation related to serious physical harm to a person(s) or property, the student may be expelled from school by the Superintendent for the period of one calendar year.**

PERMANENT EXCLUSION

When a student, 16 years of age or older, is being considered for permanent exclusion, it is possible that she/he may never be permitted to return to school anywhere in the state of Ohio. This process is formal and will usually follow an expulsion hearing with proper *notification* to the parents. A permanent exclusion may be considered if the student is convicted or adjudicated delinquent for committing one or more of the following crimes while on the property of any Ohio School:

- Any possession or involvement with a deadly weapon
- Drug trafficking or the sale of a controlled substance
- Murder, manslaughter, felonious or aggravated assault
- Sexual offenses including rape, gross sexual imposition or felonious sexual penetration
- Complicity in any of the above crimes

REFERRAL TO POLICE

The police will work closely with students/parents and the court system to attempt to modify a student's negative behavior. Certain Code of Student Conduct violations warrant the notification and involvement of local law enforcement agencies.

COURT CHARGES

Court charges are generally filed against students who continue to be truant from school or who behave in an unruly manner. "Unruly," for school purposes, means the student does not subject himself to the reasonable control of his teachers or the school administration.

SEARCH AND SEIZURE

Students possess the right of privacy as well as freedom from unreasonable search and seizure of property. This individual right, however, is balanced by the school's responsibility to protect the health, safety and welfare of its students. Principals and their designees are permitted to search the person and personal property (purse, backpack, gym bag, etc.) of a student, including vehicles parked on campus, where there is reason to believe that evidence will be obtained indicating the student's violation of either the law or school rules. Under the condition of "reasonable suspicion" school authorities may seize any items that violate school or criminal laws. The Chagrin Falls Exempted Village Schools Administration may conduct lockdowns and canine searches.

ZERO TOLERANCE

Students are expected to conduct themselves in a respectful manner that also displays consideration of the rights of others. Students of the District must conform to school regulations and accept directions from authorized school personnel. The Board has a "zero tolerance" of violent, disruptive or inappropriate behavior by its students.

A student who fails to comply with the established school rules or with any reasonable request made by school personnel on school property and/or at school related events is subject to approved discipline regulations. The Superintendent/designee develops regulations which establish strategies ranging from prevention to intervention to address student misbehavior.

Students and parents annually receive, at the beginning of the school year or upon entering during the year, information on the rules and regulations to which they are subjected while in school or participating in any school-related activity or event. This information is available online or at each school's office. The information includes the types of conduct which are subject to suspension or expulsion from school or other forms of disciplinary action. The Board directs the administration to make all students aware of the student Code of Student Conduct and the fact that any violations of the student Code of Student Conduct are punishable. Each student and parent/guardian must sign a form indicating they have received the Code of Student Conduct. The rules apply to any form of student misconduct directed at a District official or employee or the property of a District official or employee, regardless of where the misconduct occurs.

If a student violates this policy or the Code of Student Conduct, school employees, students or parents should report the student to the appropriate principal. The administration cooperates in any prosecution pursuant to the criminal

laws of the State of Ohio and local ordinances (ORC 3313.20; 3313.534; 3313.66; 3313.662 OAC 3301-35-03.

CODE OF CONDUCT VIOLATIONS

STATEMENT

Disciplinary actions in general will be progressive in nature; the principal and his or her designee at each respective building will use a progressive ladder that is age and developmentally appropriate. The administration may repeat and/or omit steps in the process pursuant to professional judgment as it relates to specific conditions and intent of the student.

Chagrin Falls Exempted Village Schools makes a sincere effort to have disciplinary actions take place that will allow the student to remain in school. If a disciplinary action does not result in removal from school, students may not appeal. Should a student or parent have questions regarding the propriety of an in-school disciplinary action, they should contact the student's principal.

These examples of misconduct may result in penalties based on seriousness and disciplinary history which are cumulative for any offense in this section. Administrative discretion may be exercised based upon the seriousness and circumstances of the misconduct that pertain to the Code of Student Conduct violation.

ACADEMIC INTEGRITY

Violations of Academic Integrity

Academic dishonesty occurs when students obtain or assist others in obtaining credit for academic work which is not their own. Students must exercise self-discipline and resist peer pressure which violates the standards for academic excellence we have established at Chagrin. The various ways in which academic integrity can be violated are discussed below. The examples within this section provide explanations and illustrating materials that do not necessarily exhaust the scope of these violations.

Cheating

Cheating is the use of unauthorized materials or receiving unauthorized assistance, acquiring materials, information or study aides in any academic exercise. The use of books, notes, calculators and conversation (verbal and nonverbal) with others is restricted or forbidden during specific academic exercises. Examples of cheating may include: copying the work of another student during an examination or other academic exercise, copying or sharing answers between classes, using or possessing unauthorized notes, study sheets, exams or other materials during an exam or collaborating with another student during an exam or academic exercise.

Plagiarism

Plagiarism is the representation of the words or ideas of another as one's own in any academic exercise. Appropriate acknowledgement is required when material from another source which is in print form, electronic form or other medium which is paraphrased or summarized. Examples of plagiarism include: failure to use quotation marks when directly quoting a source, failure to document distinctive ideas from a source (common knowledge information such as names and basic scientific law need not be referenced) word-for-word or mosaic (rearrangement or rewording without documentation), and indirect (paraphrasing of a passage without documentation) fabricating or inventing sources of data, and copying information from computer-based sources (i.e. Internet).

Facilitating Academic Dishonesty

Students may not knowingly or negligently allow their academic work to be used by other students. This act of aiding others is an academically dishonest act which violates the academic integrity policy. The students who are supplying the materials, even though not benefiting academically, are as guilty as the students who follow through on the act of dishonesty. Students may not use other students' work or materials not authorized by the instructor during tests and in completing assignments. Examples of academic dishonesty are: presenting someone else's work as one's own in order to obtain a grade or credit, copying homework, stealing tests, selling or passing tests, copying or sharing answers between classes, using "cheat sheets" or other materials not authorized by the instructor.

Plagiarism involves claiming as one's own work the ideas, phrasing, or creative work of another person. Any violation of Academic Integrity will result in a "zero" with no opportunity to make up the assignment for credit and referred to the Principal or his or her designee. ***Any additional violation of this rule, or repeated acts of academic dishonesty, may result in denial of credit and further disciplinary consequences.**

ACTS OF RETALIATION

No one shall retaliate against an employee or student because he or she files a grievance or assists or participates in an investigation, proceeding or hearing regarding violations of the Code of Student Conduct or school policies and procedures. These include but are not limited to actions that can be covert and non-verbal in nature.

ALCOHOL/CONTROLLED SUBSTANCES/DRUGS/NARCOTICS/INHALANTS/STEROIDS

The Board recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community. As the education institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational means.

During school, summer school, travel on any school-provided transportation or at any school-sponsored activity held on or off school property, students shall not possess, buy, sell, use, supply, transfer, apply or be under the influence of any drug. "Possession" includes, without limitation, retention on a student's person or in a student's book bag, purse, wallet, locker, desk or automobile parked on school property. The mere odor present on a student validates reasonable suspicion and is grounds for suspension.

Students suspected of having used alcohol may be required to submit to a Breathalyzer test. If the student refuses to take the Breathalyzer test it will be automatically assumed they have used alcohol and will be subject to school consequences. For purposes of this policy, "drugs" shall mean: All dangerous controlled substances as so designated and prohibited by Ohio statute; chemicals that release toxic vapors or fumes; alcoholic beverages; prescription or patent drug: These prohibitions also extend to prescription drugs, unless prescribed by a licensed physician for the student in question, and kept in the original container with the student's name and with directions for proper use. Prescription medications shall be kept in the school clinic except those that are allowed by law to be carried by students (i.e. Inhalers, epipens). Any substance that is a "look-alike" to any of the above; Mood-altering drugs; chemicals which fall into the category of club drugs (e.g. ecstasy, GHB, etc.)

Students who violate this rule will receive the following consequences: (1) a 10 day Out-of-School Suspension (OSS), (2) police notification and, (3) a possible recommendation for an expulsion hearing.

**Students who participate and complete the following stipulations may receive a reduction in the suspension: (1) required mandatory in the school sponsored groups and/or approved outside counseling, (2) the student must obtain a professional assessment of the Drug/Alcohol problem from an approved agency. The assessment report must be signed by the parent for release to the building principal. Failure to complete the above-mentioned procedure will result in a ten-day suspension.*

***The administration reserves the right to exercise the reduction option to students due to the nature and severity of the situation. If the reduction option is not fulfilled by the student, the following will occur: 10-day out-of-school suspension, police contact and recommendation for expulsion.*

NOTE: A first incident of selling, supplying, transmitting or being involved in a drug transaction of mood-altering chemicals shall result in a 10-day out-of-school suspension, police contact and recommendation for expulsion. Any violation will result in non-attendance to school-sponsored events for the remainder of the school calendar year (dances, prom, sporting events, etc.).

ARSON

No student may willfully and maliciously burn or attempt to set fire to any Chagrin Falls School District owned property.

ASSAULT/FIGHTING/PHYSICAL CONFRONTATION

A student shall not cause physical injury or behave in any way which could threaten to cause physical injury to other students, professional staff, employees or guests who are visiting the school or attending any school-sponsored and supervised activity. This includes, but is not limited to, hitting and other inappropriate contact.

1. **Assault (Aggravated/Physical)** - Assault is defined as an act of violence upon another person which inflicts great bodily harm. A student who assaults another student or staff member while on school property or at a school sponsored or related activity, function or event shall be subjected to discipline. Any student who assaults a staff member off school grounds or at a non-school sponsored event is subject to school discipline. In accordance with Ohio Revised Code Section 3313.66, a student may be subject to suspension or expulsion from school if the Superintendent has reasonable suspicion the student's continued presence in the school will significantly disrupt or interfere with the educational process or significantly endanger the health or safety of the students or others.
2. **Fighting** - Fighting is defined as the act of striking another person. Students involved in fighting on school property, school owned vehicles, or in attendance at any school sponsored activity will be suspended.
3. **Physical Confrontation** – A physical confrontation is defined as, but not limited to, the act of inappropriate contact which may include pushing, shoving or throwing objects at another person. Any student involved in a physical confrontation on school property, school owned vehicles, or in attendance at any school sponsored activity will be subject to school discipline.

BOMB THREATS

No student may initiate the threat of a bomb, or falsify the report of a bomb or any type of explosive device on school district owned property, vehicles, or at school-sponsored or supervised activities.

CYBER BULLYING (Cyberbullying, Identity Theft, Fraud, Libel)

The act with the intent to demean and/or the repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other web-based/online sites are strictly prohibited. Examples include, but not limited to, include: Posting slurs, circulating gossip or rumors, sending abusive or threatening e-mail/text messages/instant messages or posting to web sites embarrassing photographs or videos of students, staff or other school employees or sending sexually explicit photos/videos via text messaging ("sexting"). Such behaviors are prohibited on or off school grounds, at any school-sponsored activity, in any district publication, through the use of any district-owned or operated communication tools, including but not limited to District e-mail accounts and/or computers.

Cyber bullying that takes place outside of the school, either during or after school hours, and manifests itself in the school setting, may result in disciplinary consequences.

If a juvenile takes a naked or sexually explicit photo or a photo illustrating a sexual act, or if the juvenile possesses such a photo, this is considered creating or being in the possession of child pornography; both are second degree felonies. If you, in turn, send this photo to others, you are disseminating child pornography which is a fifth degree felony. Criminal charges can result including imprisonment.

Libel is considered a written or oral defamatory statement or representation that conveys an unjustly unfavorable impression. A statement or representation that is published without just cause and tending to expose another to public contempt. Students and parents should be cautioned that creating fraudulent web pages (e.g.: YouTube, Facebook, Instagram, Twitter, or other similar websites) under another person's identity is considered a crime under the Ohio Revised Code. (Identity theft and fraud: ORC 2913.29), (Libel: ORC 2739). Consequences for this infraction may include disciplinary consequences as outlined in the student handbook as well as criminal and civil charges under Ohio law. Please be advised that identity theft is considered a felony in the state of Ohio.

DAMAGE, DESTRUCTION, THEFT of SCHOOL and/or PRIVATE PROPERTY (VANDALISM)

A student shall not cause or attempt to cause damage to school property or to personal property of students, teachers, school personnel or other persons. Neither shall a student steal or attempt to steal property of students, teachers, school personnel or other persons or participate or attempt to participate in the unauthorized removal of property either on school grounds or during a school sponsored or related activity, function, or event off the school grounds. Pursuant to R.C. 3109.99 and R.C. 3109.091, a student and/or his/her parent or legal guardian shall be held financially accountable to the Chagrin Falls Exempted Village Schools for any damage, destruction or theft caused by his/her child.

DISORDERLY CONDUCT

No student shall create a condition which is physically offensive or presents a risk of physical harm or danger to persons or property or which induces panic. This may also include engaging in any behavior and communicating unwarranted and grossly abusive language that disrupts the educational process.

DISRESPECTFUL BEHAVIOR/HARASSMENT/ BULLYING

Good conduct shows respect for all. No student shall engage or direct towards another person profane and/or abusive comments. For the purpose of this Code of Student Conduct, the terms harassment (“harass”), intimidation, hazing and bullying includes, but is not limited to, conduct with any intentional verbal, written, graphic or physical acts, including electronically transmitted acts, either overt or covert, by a student or group of students towards other students/school personnel with the intent to haze, intimidate, insults, injure, threaten, ridicule, humiliate or otherwise persistently annoy. No student shall harass any other student, school employee, community member or school visitor on the basis of color, race, national origin, religion, age, and disability status or other protected characteristics.

DISRUPTION OF CLASS/STUDY HALL OR ANY GENERAL MISCONDUCT

Students may be disciplined for any other misconduct which, although not detailed herein, is determined by school authorities which disrupts or interferes with the educational process.

DRUG PARAPHERNALIA

No student shall possess, use, transmit or conceal any item which is designed for use with any illegal substance while on school property or in attendance at any school sponsored or supervised activity.

ELECTRONIC DEVICES/CELL PHONES

No student shall possess radios, televisions, pagers, electronic games, remote control watches, laser pointers, cameras, video recorders or any other electronic equipment used or in sight during school hours.

Students are permitted to possess cellular phones while on school property or while attending school-sponsored activities on or off school property. Cell phones are permitted in the hallway and in the Commons. It is the decision of the classroom teacher or staff member whether cell phones may be used in the classroom and/or academic environment; however, failure to comply with classroom rules may result in disciplinary consequences. The District assumes no liability if an electronic device is broken, lost or stolen.

The administration reserves the right to confiscate any items that are considered inappropriate for the school setting. The district assumes no responsibility for damage, loss, or theft of items brought onto school property. At school-sponsored events if such item(s) are deemed disruptive in nature by school personnel, the item(s) will be confiscated by school personnel. Students that have had electronic devices confiscated multiple times may have to have their parents pick up confiscated items from a school administrator at the end of the school day.

EXTORTION

Extortion is defined as, but not limited to acts of intimidation, implied threats, violence, coercion or forcing another person to do something against his/her will, or trying to obtain money or anything of value from another on school grounds, at school-sponsored or related school functions, off school grounds, or any other time the student is subject

to school authority.

FAILURE TO ACCEPT DISCIPLINE or CONSEQUENCES

No student shall refuse to accept discipline or punishment from teachers, school officials, teacher aides, or other authorized school personnel, nor shall any student violate the conditions of student suspension as specified in the student suspension notice to parents.

FALSE ALARM/ 9-1-1 CALLS

No student may initiate a fire alarm or a report warning of a fire or catastrophe without cause. This includes fake 9-1-1 calls at any school function, home or away.

GAMBLING

No student shall engage in or promote games of chance, place a bet, or risk anything of value on school grounds, at school-sponsored or related school functions off school grounds, or any other time the student is subject to school authority.

GANG ACTIVITY

Subject to any applicable legal and constitutional limitations, no student's dress, apparel, activities, acts of behavior or manner of grooming will be condoned if they:

1. cause school officials to have reasonable suspicion that such behavior, apparel, activity, acts, or other attributes are gang-related and would disrupt or interfere with the school environment or activity and/or educational objectives;
2. present a physical safety hazard to the student in question, other students, staff members or other employees;
3. create an atmosphere in which a student, staff member or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture, or threat of violence or
4. imply gang membership or affiliation by written communication, marks, drawings, paintings, design or emblem whether on school or personal property or on one's person.

HAZING

Hazing is defined as acting or coercing another, including the victim, to participate in any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. No student shall invite, participate in, coerce, require or request any other student or students to engage in any activity which might degrade, disgrace, or tend to injure, degrade or disgrace or create embarrassment or the risk of physical or mental harm (Ohio Revised Code 2903.31).

The Board of Education believes that hazing activities of any type are inconsistent with the educational process and prohibits all such activities at any time in school facilities, on school property, and at any school sponsored events. Permission, consent, or assumption of risk by any individual subjected to hazing will not lessen the prohibition contained in this Policy, and will not exempt any student from discipline under this Policy.

HONOR VIOLATION/FALSE REPORTING

Students shall not be involved in activities including but not limited to: misrepresentation of the facts, improper collusion, misuse of privileges, forgery and/or falsification of information, or make false reports against students, staff members or employees of the district. No student shall place himself/herself in a position to aid, abet, facilitate, encourage, allow or in any manner to actively or passively assist another student to violate any school rule.

INAPPROPRIATE DISPLAY OF AFFECTION

No students shall engage in public displays of affection that are deemed to be inappropriate. This includes, but is not limited to, inappropriate touching, kissing, or any type of physical contact or conduct that is deemed unsuitable for school.

INAPPROPRIATE LANGUAGE, COMMENTS, PROFANITY, OR GESTURE

No student shall use profane, vulgar, racially or religiously derogatory, abusive, or otherwise disrespectful language in any school building areas during school hours or at any school-sponsored or related activities or events.

INSUBORDINATION/NON-COMPLIANCE

Students shall comply with the reasonable requests, directives and orders of teachers, student teachers, educational aides, substitute teachers, principals, or other authorized school personnel during any period of time when they are properly subjected to the authority of the school. Verbal and written abuse, including insults and intimidation, will not be tolerated. It shall be considered “insubordination” for anyone to disobey or fail to comply with, which is a part of this code, directives of authorized school personnel.

LOOK-A-LIKE DRUGS

A student shall not use, conceal, sell, purchase, accept or transmit any substances which are reasonably thought by the administrator to be drugs of abuse, sold as drugs of abuse or inferred by the seller or buyer to be drugs of abuse (Medication prescribed by a physician must follow the Board-adopted policy regarding student medication).

1. A counterfeit (look-a-like) controlled substance is defined as:
 - a. any drug that bears, or whose container or label bears, a trademark, trade name or other identifying mark used without authorization of the owner or rights to such trademark, trade name or identifying mark;
 - b. any unmarked or unlabeled substance that is represented to be a controlled substance;
 - c. any substance that is represented to be a controlled substance or is a different controlled substance; and
 - d. any substance other than a controlled substance which a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color, or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.
2. No student shall knowingly possess any counterfeit-controlled substance.
3. No student shall directly or indirectly represent a counterfeit-controlled substance as a controlled substance by describing, through words or conduct, that physical or mental effects are the same or similar to the effects associated with the use of a controlled substance.
4. No student shall knowingly make, offer to sell, give, package, or deliver a counterfeit controlled substance.
5. Violations of this provision will be treated in the same manner as the Alcohol/Controlled Substances/Drugs/Narcotics/Inhalants/Steroids violation.

MISCONDUCT AT ANY SCHOOL SPONSORED EXTRACURRICULAR ACTIVITIES

A student who has been accepted or qualified to participate in a school-sponsored or related extracurricular activity shall not behave in any manner which, in the sole discretion of school authorities, disrupts or tends to interfere with the conduct of that activity and shall not violate the rules, regulations, or policies which govern participation in an extracurricular activity which rules, regulations or policies are provided to participants and made a part of this code. Students attending any school-sponsored or related activity shall not behave in any manner which, in the sole discretion of school authorities, disrupts or tends to interfere with the conduct of that activity. Students will be excluded from attending if found to be in violation of these behavioral expectations.

REPEATED VIOLATIONS of SCHOOL RULES

No student shall repeatedly fail to comply with school rules and regulations or with directions of teachers, student teachers, teacher aides, principals, or other authorized school personnel.

SEXUAL HARASSMENT

Students are specifically prohibited from sexually harassing any other student, school employee, and community member or school visitor. Sexual harassment is any activity of a sexual nature which is unwanted or unwelcome, including but not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, repeated

sexual jokes, sexual name-calling or graphic verbal commentary relating to a person's body, and pressure to engage in sexual activity, repeated propositions or advances and unwanted physical contact. Some forms of sexual harassment of a student by another student may be considered a form of child abuse that would require that the student-abuser be reported to proper authorities in compliance with State law.

TECHNOLOGY and ACCEPTABLE USE and INTERNET SAFETY POLICY

Chagrin Falls Exempted Village Schools is granting you access to its network and technology resources. The network and technology resources are one way of enhancing the mission to teach the skills, knowledge, and behaviors you will need for college and career readiness. These technologies may include but are not limited to, district-provided equipment as well as personal devices (computers, tablets, smart phones, laptops, e-readers, etc.). As a Chagrin Falls Exempted Village Schools student, you are expected to use technology in a meaningful, safe, and responsible way. Technology is to be used as a tool to expand learning. Furthermore, as a user of the district's network and technology resources, you are expected to use the system with courtesy, respect, and integrity. You are to practice and maintain safe, secure measures regarding data and privacy.

In accepting this agreement, students acknowledge the following rules and conditions:

- Students will use technology in a meaningful, safe, and responsible way.
- Students will use technology resources productively, appropriately, and primarily for school-related purposes.
- Students understand that all district equipment, the district network, and their district account are the property of Chagrin Falls Exempted Village Schools. Their use can be monitored at any time without their knowledge or consent.
- Students will avoid using any technology resource in such a way that would disrupt the activities of other users.
- Students will use email and other means of communications (e.g. blogs, wikis, podcasting, social media, chat, instant messaging, discussion boards, virtual learning environments, etc.) responsibly. Students will not use any type of electronic or internet capable device to post any negative comments regarding staff and students. This includes, but is not limited to, posting or sending both threatening and non-threatening messages, pictures, videos, etc. via electronic message or through the access of any type of social media.
- Students will protect their personal data as well as the data of their peers. Students will abide by all confidentiality requirements in federal and state law, including but not limited to the Family Educational Rights and Privacy Act.
- Students will respect the political views of others by not using district resources for political advertising, lobbying, or campaigning.
- Students understand that the district resources should not be used for the promotion of commercial goods or services for personal gain.
- Students will conserve district resources through the proper use of printers, server space, video or audio streaming, and network bandwidth. Using the school network to provide any hosted service without prior approval is prohibited. This applies to services such as but not limited to hosting web sites, file servers, gaming servers, SSH, FTP, IRC, email systems, private VPN, etc.
- Students will use technology in accordance with the laws of the United States and the State of Ohio, including but not limited to laws governing the following:
 - Criminal acts – that include, but are not limited to, “hacking” or attempting to access computer systems without authorization, harassing email, cyberbullying, cyberstalking, child pornography, vandalism, and/or unauthorized tampering with computer systems.
 - Libel which includes publicly defaming people through published material on the Internet or in email, etc.
 - Copyright protections that prohibit copying, selling or distributing copyrighted material without the express written permission of the author or publisher or engaging in plagiarism (i.e., using others' words or ideas as your own). Students should assume that all materials available on the Internet are protected by copyright.
- Students will use the account assigned to them. Students will not share their password with other students or use another student's account for any reason.

- Students will obtain permission from each individual staff or student before posting any picture, video, or audio of that individual online. Students are prohibited from recording staff members and other students in any manner, unless permission is given and it relates to the educational process.
- Students understand that they are responsible for the use and content of all personal electronic devices while at school or school sponsored events. Students will have anti-virus and anti-malware software installed on their personal devices, and keep it up to date and enabled.
- Students will not use technology resources to access inappropriate content. This includes, but is not limited to, content related to pornography, weapons, hate speech, and academic dishonesty.
- Students understand that district administrators will deem what conduct is inappropriate if such conduct is not specified in this agreement.

Students understand and will abide by the above Responsible Use Policy. Should a student commit a violation, they understand that the consequences of their actions could include suspension of computer privileges, disciplinary action up to and including expulsion, and/or referral to law enforcement.

THREATS

Threats (verbal/nonverbal) - No student has the right to threaten or attempt to provoke another person. All such incidents should be reported to a teacher or principal. The police may also be involved.

Threats to faculty or staff members - This includes threatening or being disrespectful to a faculty member at any time, including off school grounds and when school is not in session.

TOBACCO/SMOKING/NICOTINE PRODUCTS/ELECTRONIC SMOKING DEVICES

The use of any tobacco products by students is prohibited, including, but not limited to, electronic cigarettes, vaporizers, etc. This applies to all school sponsored events and extracurricular activities both on school property and away from school. Use includes possession. Smoking is defined as holding a tobacco product, whether lit or unlit or having held it and tossed it aside.

TRANSPORTATION

No student, while under the authority of a school bus driver, may interfere with the safe operation of the bus through destructive actions or words either to other students, the bus driver or passing motorists. Bus misconduct will result in disciplinary action which may include loss of bus-riding privileges.

Any student driving to school must keep his/her vehicle under control at all times, follow established safety procedures, and comply with school parking regulations. Failure to follow these guidelines may result in the student's driving privileges being revoked. While parked on school property, student vehicles are subject to routine patrols and exterior inspections which may be conducted without notice, without the student's consent, and without a search warrant. The inside of student vehicles may also be searched when school officials have reasonable suspicion to believe that illegal or unauthorized materials are contained therein.

TRUANCY AND TARDINESS

Students are required by law to regularly attend school. A student shall not be absent from school or an assigned location for all or part of any school day without school authorization and parental consent, and shall be considered truant when he/she is absent from school for any portion of the school day. Excessive tardiness shall also be considered truancy. Leaving the school building and/or grounds without permission is truancy. Make-up work for trancies is not permitted.

USE/POSSESSION OF FLAME PRODUCING DEVICES

The unauthorized use or possession of matches, lighters or other flame producing devices on school property is not permitted.

UNAUTHORIZED / AREAS LOITERING / TRESPASSING

Loitering is defined as a student's presence in a restricted area at an unauthorized time. Loitering is congregating in an area within the school without an intended purpose. No student shall enter upon school grounds or enter any

school building to which the student is not assigned after school hours except for purposes of attending or participating in a school-sponsored event in which his/her regularly assigned school is involved or where students from his/her regularly assigned school has been invited to attend or participate. Students are not permitted on school grounds after dark when there are no scheduled activities.

*A student who is already the subject of an emergency removal, a suspension, or an expulsion shall not enter upon any District property without the express permission of school officials. Violation of this policy will result in additional consequences.

WEAPONS, DANGEROUS INSTRUMENTS, FIREWORKS AND EXPLOSIVES

No student shall use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument while on school grounds, at school sponsored or related activities, functions, or events off school grounds, on school-owned, operated or leased vehicles, or at any other time that the student is subject to the authority of the school. Weapons and dangerous instruments shall include any object which is used or may be used to inflict physical harm or property damage.

This prohibition applies to firearms, explosives (including fireworks, smoke bombs), knives and other dangerous objects of no reasonable use to the student at school. It also applies to any look-alike weapon (such as play guns, starter pistols, stun guns, etc. as well as any literature that promotes the construction and/or use of any incendiary devices) or dangerous object (including normal school supplies like pencils or compasses) which a reasonable person might consider, under the circumstances, capable of harming a person or property.

CHEMICAL ABUSE POLICY

The Chagrin Falls Board of Education recognizes the serious societal problem of chemical involvement by school-age children. The Board further realizes that the Chagrin Falls Schools are the central developmental institutions for the children of Chagrin Falls. The school is the institution delegated by society to teach students to function in our democracy. Since chemical involvement interferes with the ability to learn and to function, it is the intent of the Chagrin Falls Board of Education to produce a program which:

1. discourages students from becoming chemically involved;
2. protects students from the promotion and sale of chemicals on school property;
3. identifies the students who are chemically involved;
4. intervenes in the chemical involvement of identified students;
5. offers identified students the opportunity to participate in groups providing chemical abuse information and chemical counseling, and offers support counseling for chemical abstainers;
6. refers chemically involved students to appropriate treatment facilities.

Policy Provisions : This policy shall be implemented by such procedures, as the administration shall determine using the guidelines outlined below. No student, under the provisions set forth in the Intent and Purpose of the Code of Student Conduct, shall:

1. possess, use, sell, offer to sell, deliver, conceal, consume, or be under the influence of any drugs of abuse including alcoholic beverages or any counterfeit drugs of abuse;
2. instigate or conspire with others to sell, deliver, conceal, consume, or be under the influence of any drugs of abuse, including alcoholic beverages or any counterfeit drugs of abuse;
3. use, conceal, sell, purchase, accept, or transmit any substances which are reasonably thought to be drugs of abuse, sold as drugs of abuse or inferred by the seller or buyer to be mind-altering substances or drugs of abuse;
4. possess, use, transmit, or conceal any item which is designed for use with illegal cannabis or drugs of abuse;
5. violate any federal, state, or municipal law or ordinance governing conduct not described in Paragraph 1 through 4 above where the student should have reason to understand that such violation has or is likely to have a negative impact on the school or community;
6. possess, conceal, sell, transmit, or use tobacco in any form, or conspire with others to conceal, sell, transmit, or use tobacco in any form.

Consequence Consideration for Awareness Program Attendance : The penalty for violation of the

Chemical Abuse Policy may be reduced if the student participates in a chemical/tobacco awareness program approved by the school. At the conclusion of the program, an assessment must be performed, and the results of the program and assessment forwarded to the school. The administration reserves the right to determine the appropriateness of the awareness program, and the option to reduce the penalty.

TRANSPORTATION

SCHOOL BUS BEHAVIOR/SAFETY

Students who ride a bus must follow all rules and regulations set forth by the Transportation Department. A student who repeatedly violates bus rules will have riding privileges suspended pending improved behavior. School Bus Rules and Regulations: All students riding school buses must abide by the rules of conduct established by the transportation department. Failure of a student to follow these regulations may result in his/her forfeiting the right of transportation by school bus. The following rules apply to regularly scheduled bus runs as well as to co-curricular activities, field trips, and athletic events:

1. Pupils shall arrive at the bus stop at least five minutes before the bus is scheduled to arrive.
2. Pupils must wait in a location clear of traffic and away from the bus stops.
3. Behavior at school bus stops must not threaten life, limb or property of any individual.
4. Pupils must go directly to an available or assigned seat.
5. Pupils must remain seated keeping aisles and exits clear.
6. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
7. Pupils must not use profane language.
8. Pupils must refrain from eating and drinking on the bus.
9. Pupils must not use tobacco on the bus.
10. Pupils must not have alcohol or drugs in their possession on the bus (except for required prescription medication).
11. Pupils must not throw or pass objects, on from or into the bus.
12. Pupils may carry on the bus only objects that can be held in their laps.
13. Pupils must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
14. Pupils must not put their head or arms out of bus windows.
15. Equipment and assistance for handicapped pupils are under the direction of the driver.
16. Medication is not to be on the school bus unless permitted by policy JHCD-R. Drivers should be notified of potential medical problems.
17. Animals, firearms, ammunition, weapons, explosives, or other dangerous materials or objects (including glass) are prohibited on the bus.

The Board authorizes the superintendent or other administrators to suspend a student from school bus riding privileges only for up to one school year. The only due process required is notice to the student of an intended bus riding suspension and an opportunity to appear before the administrator considering the suspension before it happens. The administrator's decision is final.

BIKE TRAFFIC

Students are permitted to ride a bicycle to/from school provided they utilize the designated path and lock the bicycle on one of the racks provided. *The Middle School / High School Bike Path* extends from the sidewalk at East Washington and runs through the two ball fields. Bicyclists share this route with pedestrians, and any student not following basic safety procedures or displaying common courtesy may lose the privilege of bicycling to/from school. Bicycles are not to be ridden *anywhere* on campus other than along this designated path. Bike racks are available at the end of such routes, where students should park and lock their bicycles before crossing over to the school building as pedestrians, using the designated crosswalk. The school holds no responsibility for lost or damaged bicycles.

PEDESTRIAN TRAFFIC

Students coming to and from school must use the designated crosswalks on the front access road. Cooperation is essential.

STUDENT SAFETY EMERGENCY PROCEDURES

FIRE DRILLS

Fire drills are set up to help prevent injuries and deaths during an emergency and are required by state law. A buzzer signals the fire alarm. Students should walk until they are safely outside. Whenever the fire alarm sounds, the building must be cleared immediately. Students are to leave with their classroom teachers whenever possible. When out of the building, students are to move as a group with their teacher as far away from the building and entrances as possible. Trial fire drills are held periodically. Before leaving the building, be sure all windows and doors are shut and lights are off. Every room has instructions posted showing which exits to use for an alarm. When the alarm sounds:

- Use the proper exit route to the outside.
- Walk quickly, don't run.
- Be quiet so that instructions can be heard.
- Move away from the exits and off the access roads once you get outside the building for safety and access of emergency vehicles.

INTRUDER ALERT GUIDELINES

In the unlikely and unfortunate event that an intruder is in the building, it is essential that students and staff be familiar with procedures in order to respond quickly. Periodically, an A.L.I.C.E. drill will be implemented for this purpose.

EMERGENCY SCHOOL CLOSING

The Superintendent decides when to close school. Local radio and TV stations will be notified and closings will be announced on the 11:00 p.m. and the 6:00 a.m. news. Listen to news programs and do **not** call administration or staff members at home. If notice is not broadcast, assume school will be in session.

EMERGENCY HOTLINE: Remember, you may call the emergency hotline, **247-5518**, if you have any questions concerning school closings. The hotline will be updated **AS EARLY AS POSSIBLE ON DAYS THAT SCHOOL IS EITHER CLOSED OR DELAYED**. This line will not include information regarding events.

SaferOH TIPLINE

If you know of any information that could harm our school, students, or staff, you can call or text the **SaferOH TIPLINE** to report it at 1-844-SaferOh (844-723-3764). Your call is anonymous. Follow the instructions given to you over the phone.

SURVEILLANCE CAMERAS

For students' safety and welfare, video cameras are placed throughout the building and school grounds and on buses. Actions recorded on these cameras may be used as evidence in disciplinary action. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the school and possible referral to local law enforcement.

TORNADO DRILLS

There will be periodic tornado drills during tornado season. Drills and warning will be announced over the P.A. system and/or by sirens. Each class is to report to the specified shelter area. Check the *School Safety poster* located near the exit door of each room for additional information.

VISITORS AND VOLUNTEERS

The Chagrin Falls Exempted Village School District welcomes parents and other citizens of the community as visitors in our schools and appreciates all of those who volunteer within our schools. We sincerely value the benefits of having our families and our community members involved in our students' education. For the safety of those visitors and volunteers along with the safety and privacy of our students and staff, there are several policies and procedures to which everyone must adhere.

All visitors and volunteers must inform the teacher(s) and/or administrator of the date, time, and purpose of their visit prior to their arrival. All visits should be for educational purposes. Unexpected visitors may not be permitted into the school building. Additionally, to insure the health and safety of students and staff in unique situations (i.e. widespread school/community communicable illness, pandemic, security breach), the Chagrin Falls Exempted Village School District reserves the right to:

- Require visitors and volunteers to adhere to safety protocols upon entry and while remaining on school grounds such as temperature taking, hand sanitizing, wearing a face mask and physically distancing from others.
- Temporarily suspend visitors and volunteers from accessing our school buildings and campuses.

Each school building's front entrance is equipped with a buzzer and camera system. This is the only entrance that visitors and volunteers will be permitted to enter. Any person requesting to enter the building must press the buzzer, be seen on the camera, and when asked, state their name and the reason for their visit. Office staff will unlock the door for all visitors and volunteers to enter. According to Board of Education Policy KK, all visitors must report directly to the school office when entering to receive authorization prior to being granted access to the rest of the building. Each school building uses the LobbyGuard Visitor Management System in their main office. All visitors and volunteers MUST have a driver's license or government issued state ID card to be scanned. Passports, military IDs, and other forms of identification cannot be scanned. No visitors will be granted entrance to any other area of the school without a valid, scanned ID.

At the LobbyGuard Kiosk in the main office, each visitor must:

1. Scan your driver's license and have your photo taken.
2. Hand your driver's license to the secretary. It will be kept in the office until you sign out.
3. A visitor's sticker is printed by the LobbyGuard system for you. You must wear this at all times while on school property.
4. Prior to leaving the school, return to the main office to scan your visitor sticker at the LobbyGuard kiosk so that you are officially signed out. The secretary will then give you your driver's license.

Volunteers for the Chagrin Falls School District (on campus or off campus for a field trip/school related activity) are critical to enhancing the success of our students. We expect that volunteers will treat all students with respect and have only the best of intentions. All volunteers should be scheduled for specific activities through school staff members and/or administrators. For everyone's protection, these guidelines should be followed:

- Follow all visitor procedures and policies outlined above.
- If a student needs help in a restroom or locker room, please inform the nearest staff member to attend to the situation as it would be inappropriate for a volunteer to be involved in that contact.
- If a student(s) becomes verbally or physically aggressive with a volunteer or another student, please inform the nearest staff member to attend to the situation, as it would be inappropriate for a volunteer to be involved in that contact.
- If a volunteer should witness or hear of any unsafe behaviors, please inform the nearest staff member and/or follow up by submitting what was seen/heard in writing to the school principal or school counselor.
- Physical contact with students should be limited to assisting them with their outerwear (e.g. zipping coats, tying shoes) or a gentle high-five. At no time should a volunteer ever place hands on a student without a pre-approved, educational purpose (e.g. physical fitness demonstrations, school assembly activities).
- When working with students on academics either one-on-one or with a small group, volunteers should remain visible to a staff member and/or work in a common/public area where others can see you.

According to Board of Education Policy KGB, while on school grounds, all visitors and volunteers are to abide by all applicable laws, local ordinances, and District/Building policies and regulations. Visitors and volunteers on school grounds may not disrupt, disturb or interfere with the teaching of any class or any other activity in the school or on the school grounds. All visitors and volunteers will be treated with respect from district staff and per Board policy, are expected to treat all district staff with the same respect, refraining from any type of verbal/physical assault, obscene language and menacing behaviors.

CRISIS MANAGEMENT

The Chagrin Falls Schools have a disaster plan in place to address a myriad of potential adverse events, including severe storms, fires, natural disasters or unwanted visitors to our school buildings. Each building and the staff members in those buildings are familiar with the crisis plan and what actions they are to take to safeguard the children in their charge.

HEALTH

CLINIC

The District Nurse is at different buildings throughout the week. The combined CFHS/CFMS Clinic is located in the Middle School and is staffed Monday through Friday from 8:00am - 1:45pm (hours subjected to change). The school should be informed of any problems that may affect a student's capacity to perform in school. Please inform the nurse of any student health problems that should be noted. The nurse maintains health records for all students.

COMMUNICABLE DISEASES

If a child has any communicable diseases such as (but not limited to) specific types of flu, chickenpox, measles, mumps, scarlet fever, strep throat, whooping cough, mono, hand, foot and mouth disease, Fifth disease, impetigo, scabies, or head lice, parents/guardians are expected to report it to the school immediately. If a parent/guardian has any questions regarding any of the above diseases, call the nurse who may advise you if medical evaluation is needed. Please **DO NOT SEND A CHILD TO SCHOOL** if he/she has a suspicious rash, fever >100, vomiting, two or more episodes of diarrhea, or other disease/sickness. Students must be symptom free in addition to fever free (<100) without the use of fever reducing medications for 24 hours before returning to school after an illness. The principal of the school has the authority to exclude any student from classes when the health and welfare of that student or the group are in question.

FACE COVERING POLICY

The Board of Education recognizes its responsibility relative to student, employee, vendor, and visitor health and safety. The spread of certain communicable diseases, specifically those that are transmitted via respiratory droplets, may be limited by use of face coverings, including face masks and other face shields (including, but not limited to cloth/fabric face masks and face shields that wrap around the face and extend below the chin). In order to maintain a safe and healthy school environment, and reduce the potential spread of communicable disease, the Board of Education complies with all federal, state, and local legal mandates intended to protect the health and safety of the District's students, employees, and visitors, including requirements to implement and enforce the use of face coverings while on District property and/or during offsite school events and programming. All face coverings shall meet any applicable dress code requirements, such as those established in Board policies or any applicable code of conduct provisions. All face coverings shall be free from offensive and disruptive language, symbols, designs, etc. that would distract the learning environment and/or violate other established policies and procedures.

The Superintendent shall establish procedures and requirements regarding the use of face coverings by District students, staff, vendors, and visitors, in compliance with legal requirements and any orders issued by the Ohio Department of Health, local departments of health, the Ohio Department of Education or other entities authorized to regulate health or education within the State. In developing such procedures and regulations, the Superintendent also will consider available medical science and recommendations set forth by the Centers for Disease Control and Prevention, U.S. Department of Education, Ohio Department of Health and local departments of health. The Superintendent shall update the procedures and requirements regarding the use of face coverings as needed based on changes to the law, orders or recommendations from the above-named entities. The District's procedures and requirements regarding face coverings are made publicly-available on the District's website.

ILLNESS/INJURY AT SCHOOL

Should a student become ill or is injured (minor) during the school day, he/she should obtain a pass from their classroom teacher and report to the attendance office secretary. The student will be referred to the nurse, if available. If the injury or illness requires more treatment, the school will contact the parents/guardian, and arrangements will

be made to send the student home. Emergency phone numbers and information, by law, must be on file for each child. Parental permission must be obtained prior to a student leaving school. No student is to leave the building for any reason without getting permission in the office and signing out.

IMMUNIZATION REQUIREMENTS

The Revised Code for the State of Ohio, Section 3313.67 provides: all pupils who are not fully immunized, or do not have a waiver on file, or do not fully meet the “in the process” criterion, are to be excluded from school on the 15th day following admittance. As the Ohio Department of Health reviews and revises immunization requirements annually, please contact the District Nurse @330-998-3350 with any questions regarding current immunization requirements.

MEDICATION PROCEDURE:

Administration of Medication by School Personnel- Prescription and Non-Prescription:

In order for a student to receive medication at school (prescription and over-the-counter), a parent/guardian must complete and submit to school personnel a **Request for the Administration of Medication by School Personnel** form, which is available from the Clinic, School Office and online. The completed form must be signed by both parent/guardian and a physician/dentist/nurse practitioner. All medication must be brought to school by the parent/guardian in the original container. Medication will be kept in a central location in a locked cabinet. The school administrator or his/her designee will administer the medication. Unused medication will be returned to the parent/guardian to avoid unsafe transfer on school grounds, in the classroom, or on the school bus. Unclaimed medication will be destroyed at the end of the school year. Information regarding student medication will remain confidential. Parents/guardians must inform the school when there are changes, which affect student medications. Students have the right to possess and use **rescue inhalers, epinephrine auto injector pens**. In order for a student to possess the medications he/she must have written approval from the student's physician and parents/guardians. The right applies at school or any activity, event, or program sponsored by or in which the student's school is a participant. Forms for self-administration of these medications are available from the Clinic, school offices and online.

SCREENINGS - HEARING AND VISION

Per state law, hearing and vision is routinely screened for students in the 7th grade. In addition, all students new to the district are screened. Any defects that are identified during the screening process are reported to the parents/guardians for further evaluation. If a parent/guardian does not want their student to participate in the hearing and vision screenings, a Screening Waiver Form must be completed. Please note that a waiver must be renewed with each year a screening is required. To obtain a Screening Waiver Form, please contact the school nurse.

COVID 19- ASSESSING FOR SYMPTOMS

Since COVID-19 spreads so rapidly, it is essential that students (and their caregivers), staff, and volunteers conduct daily health checks prior to going to school which should include taking their temperature and assessing their symptoms. Anyone with symptoms or a temperature above 100°F should stay home.

What are the Symptoms of COVID19? People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. The CDC provides a continually updated list of symptoms and a

symptom checker at this link: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

ATHLETICS

The purpose of seventh and eighth grade education-based athletics is to provide rich and wholesome activities for as many students as possible who meet the eligibility standards that have been approved by OHSAA members schools. As a result, students will develop to the greatest degree talents and skills such as leadership, teamwork and discipline, which will enable them to become responsible citizens in our society while demonstrating good sporting conduct. Visitors and the student ZOO represent our community, our school, and our families. As spectators, treat participants and officials with respect. Clean up after yourself. Be present during the game. Please remain in the gymnasium.

Student-Athletes must have passing grades in four subjects and may not have more than one reported F during the current grading period. They should always follow TIGERS: Teamwork, Intensity, Goal setting, Endurance, Respect for the game, Sportsmanship. If eligibility requirements for paying sports are not met, the Athletic Director will inform the student-athlete and parents that eligibility has been lost for the following grading period. As prescribed in the Chagrin Falls Board of Education policy on student eligibility, any student who earned a GPA of less than 2.0 for the previous 9-week grading period must apply for eligibility on a conditional basis in order to participate in extracurricular athletics. The Athletic Director will talk with the player, parents and teachers to create a Conditional Eligibility plan.

Student-Athletes must make wise and healthy decisions. Those disciplined for drugs, alcohol or cigarettes (electronic) may receive equal team consequences that include but are not limited to week and/or game suspensions/removal. Student-Athletes must also have good attendance. They must be in class by 9:30 am in order to participate in any extracurricular activity that day. With approval from the principal or his/her designee, a student may participate in Saturday or Sunday events, if he/she was absent from school on Friday.

ACTIVITY CO-PAY

For the 2021-2022 school year, there is a \$75 participation fee for each sport, with a maximum amount of \$500 per family per school year.

PHYSICAL EDUCATION & FITNESS CENTER RULES

1. Prior to facility use all participants and their parents must have filled out the student handbook and agreed to all the rules below for the fitness center.
2. Emergency medical information must be filled out on Final Forms before you can use the fitness center.
3. In order to utilize the fitness center after school, students must have attended school during the school day. The only exception is for a planned absence.
4. Students are not permitted in the fitness center unless they are supervised. Students must listen to the supervisors.
5. All equipment should be put away, wiped down (sanitized) and weights unloaded when done using them. Report immediately any equipment irregularities to a staff person.
6. Proper attire is required in accordance with our student handbook.
7. Report an injury or discomfort immediately to a staff member.
8. No food may be consumed in the Fitness Center. There is a strict water only policy in effect.
9. When using weight machines, a spotter must be used. Working out with a partner is strongly advised in all other situations.
10. Jewelry cannot be worn.
11. Students may not chew gum.
12. Clean, non-marking athletic shoes must be worn in the center.
13. Equipment must be treated with respect and in a safe manner. Students should not use equipment without proper training.
14. Absolutely no horseplay or inappropriate behavior will be tolerated.
15. Do not bring any valuables into the fitness area.

APPENDIX

INCIDENTS OF DISCIPLINE

The district strives to provide a safe learning and working environment for all students and school staff. However, when a violation of the student code of conduct and/or board policy occurs, including harassment, intimidation, and dating violence, the district follows a process for accepting, investigating, communicating, and reporting complaints in alignment with board regulation. No one shall retaliate against an employee or student because he/she files an incident report.

Step 1: Reporting - Students and/or their parent(s) or guardian(s) and school staff may file verbal or written reports regarding suspected discipline infractions. Reports of hazing, harassment, intimidation, bullying and/or dating violence are calculated for required state reporting. Written and verbal reports must be reasonably specific including the person(s) involved and place(s) of the alleged conduct, the target of the suspected discipline infraction if one exists, and any potential student or staff witnesses. Reports should be submitted as close to the date of the suspected infraction as possible. Reports filed with staff members other than the principal are promptly documented in writing and forwarded to the building principal/designee for review. If a verbal report is made by a student, the principal will promptly notify the reporting student's parents that an issue came to their attention. No one shall retaliate against an employee or student because he/she files a grievance; assists or participates in an investigation, proceeding or hearing regarding the charge of discrimination of an individual; or because he/she has opposed language or conduct that violates this policy.

Students who make a report may request anonymity by the school staff member and principal who receive the complaint. The complaint is reviewed and reasonable action is taken to address the situation to the extent such action (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts in violation of the student code of conduct and/or board policy.

Students are prohibited from deliberately making false complaints and may be subject to a full range of disciplinary consequences.

Step 2: Investigating - All complaints are investigated promptly. Investigations will include a review of the submitted report, discussion with alleged victim(s), alleged violators, and potential witnesses. Investigations may include additional steps, as well. A written report of the investigation is prepared when the investigation is complete. The report includes findings of fact, a determination of whether acts were in violation of the student code of conduct and/or board policy, and a recommendation for intervention, including disciplinary action, when acts are verified. Where appropriate, written witness statements are attached to the report.

When hazing and/or bullying is based on race, color, national origin, sex, or disability, and the behavior creates a hostile environment, the hazing and bullying investigation is suspended while the applicable nondiscrimination grievance procedures are implemented. If you believe this to be the case, you may notify the Director of Pupil Services at- nondiscrimination@chagrinschools.org.

Step 3: Intervention - School personnel are encouraged to address discipline infractions, including hazing, bullying, and/or dating violence, in other interactions with students. School personnel may find opportunities to educate students about violations of the student code of conduct and/or school policy and help eliminate such prohibited behaviors through class discussion, counseling, and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the perceived purpose or effect of ridiculing, humiliating, or intimidating another student/school personnel, even if such conduct does not meet the formal definition of harassment, hazing, intimidation, or bullying.

When discipline infractions and/or acts of hazing, bullying, and/or dating violence are identified early and/or when such verified acts do not reasonably require a disciplinary response, students may be counseled as to the definition

of the behavior, its prohibition and their duty to avoid any conduct that could be considered in violation of the student code of conduct and/or board policy.

When discipline infractions and/or acts of hazing, bullying, and/or dating violence are verified and discipline is warranted, students are subject to the full range of disciplinary consequences. Anonymous complaints that are not otherwise verified, however, cannot provide the basis for disciplinary action. In and out of school suspensions may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation. Expulsion may be imposed only after a hearing before the Board, a committee of the Board or an impartial hearing officer designated by the Board in accordance with Board policy. This consequence is reserved for serious incidents of misbehavior including but not limited to harassment, intimidation or bullying and/or dating violence when past interventions have not been successful in eliminating prohibited behaviors. Allegations of criminal misconduct are reported to law enforcement, and suspected child abuse is reported to Child Protective Services, per required timelines.

Step 4: Communication - If acts of discipline infractions are verified, the building principal/designee attempts to notify the custodial parent or guardian of the perpetrator, by phone or in writing, of that finding. If disciplinary consequences are imposed against such student, a description of discipline is included in the notification. The principal notifies the school staff responsible for working with the perpetrator to inform them of the findings and intervention.

Regardless if, after the investigation, acts of discipline infractions including hazing or bullying are verified, the building principal/designee attempts to notify the custodial parent/guardian of the victim by phone or in writing. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator. Principals shall allow access to any written reports pertaining to the incident, to the extent permitted by law. The principal notifies the school staff assigned to work with the (alleged) victim to inform them of the findings and intervention, if applicable.

HAZING AND BULLYING

(Harassment, Intimidation and Dating Violence)

Hazing or coercion of another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person is prohibited. The term bullying is used synonymously with harassment and intimidation throughout the District's policy.

Bullying, harassment and intimidation are intentional written, verbal, electronic, or physical acts that a student exhibits more than one time toward another particular student more than once. Intentional acts also include violence within a dating relationship. The behavior can cause both mental and physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. This behavior is prohibited on school grounds, on school transportation, and at school-sponsored activities. Students found responsible for harassment, intimidation or bullying may be suspended. Discipline procedures will not infringe on any student's rights under the First Amendment to the Constitution of the United States.

Permission, consent or assumption of risk by an individual subjected to hazing, bullying, intimidation, and/or dating violence, does not lessen the prohibited act described in this policy.

The District includes age-appropriate instruction on dating violence prevention education in grades 7 to 12 within the Board-adopted Health curriculum. This instruction includes recognizing warning signs of dating violence and the characteristics of healthy relationships.

Prohibited activities, including those conveyed electronically, (cellular phone, computer, pager, personal communication device, or other communication device) are inconsistent with the District's educational process. The

District educates minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate hazing, bullying, and/or intimidating activities. No students are permitted to plan, encourage, or engage in hazing, bullying, and/or intimidating.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, bullying, intimidating, and/or dating violence. If any prohibited behaviors are planned or discovered, the involved students are informed of the violation by the discovering District employee and are required to immediately end all such activity. The custodial parent and guardian are to be notified. All hazing, bullying, intimidation, and/or dating violence incidents are reported immediately to the Superintendent/designee and appropriate discipline is administered.

The Superintendent/designee must provide the Board President with a semi-annual written report summarizing all verified reported incidents of hazing, bullying, and/or intimidation and post the report summary on the District's website, to the extent permitted by law. All reports are taken seriously with time spent on investigations. It is important that all reports are honest to the best of one's knowledge. Therefore, no one should deliberately make false reports of bullying, harassment or intimidation. If it is found that a student created a false report they will be subject to disciplinary action.

The administration provides training on the District's hazing and bullying policy to District employees and volunteers who have direct contact with students and by November 30 annually reports to the Ohio Department of Education compliance with this requirement through the consolidated school mandate report. Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying. Administrators, teachers, other employees and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law.

No one is permitted to retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing, bullying, and/or intimidation of an individual.

NON DISCRIMINATION STATEMENT (EQUAL EDUCATION OPPORTUNITY)

The Board's policy of nondiscrimination extends to students, staff, job applicants, the general public and individuals with whom it does business and applies to race, color, national origin, ancestry, citizenship status, religion, sex, economic status, age, disability or military status. The Board does not discriminate on the basis of legally acquired genetic information. The Board does not permit discriminatory practices and views harassment as a form of discrimination. Harassment is defined as intimidation by threats of or actual physical violence; the creation, by whatever means including the use of electronic communications devices, of a climate of hostility or intimidation; or the use of language, conduct or symbols in such a manner as to be commonly understood to convey hatred, contempt or prejudice or to have the effect of insulting or stigmatizing an individual. Employees or students who engage in discrimination of another employee or student shall be subject to disciplinary action. Permission, consent or assumption of risk by an individual subjected to discrimination does not lessen the prohibition contained in this policy.

No one shall retaliate against an employee or student because he/she files a grievance; assists or participates in an investigation, proceeding or hearing regarding the charge of discrimination of an individual; or because he/she has opposed language or conduct that violates this policy.

The Board designates the following individual to serve as the District's compliance officer/civil rights coordinator

for employees:

Title: Director of Operations and Strategic Initiatives
Address: 400 East Washington Street, Chagrin Falls, OH
Phone number: (440) 247-5449
Email: christopher.woofter@chagrinschools.org

The Board designates the following individual to serve as the District's compliance officer/civil rights coordinator for students:

Title: Director of Pupil Services
Address: 400 East Washington Street, Chagrin Falls, OH
Phone number: (440) 247-5500 ext. 4014
Email: jennifer.bencko@chagrinschools.org

The compliance officer is responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address any inquiries or complaints regarding discrimination/retaliation or denial of equal access in a prompt and equitable manner. *For further information please review Board Policy, AC - Nondiscrimination*

SEXUAL HARASSMENT

The District does not discriminate on the basis of sex in any education program or activity that it operates, including admission and employment. The District is required by Title IX of the Education Amendments of 1972 and the regulations promulgated through the U.S. Department of Education not to discriminate in such a manner. Inquiries about the application of Title IX to the District may be referred to the District's Title IX Coordinator, to the Assistant Secretary for Civil Rights of the Department of Education, or both.

The Board designates the following individual to serve as the District's Title IX Coordinator:

Title: Director of Pupil Services
Office address: 400 East Washington Street, Chagrin Falls, OH
Email: jennifer.bencko@chagrinschools.org
Phone number: 440-247-5500

Title: District Athletic Director
Office address: 400 East Washington Street, Chagrin Falls, OH
Email: charlie.barch@chagrinschools.org
Phone number: 440-247-5500

Any person may report sex discrimination, including sexual harassment, at any time, including during non-business hours. Such a report may be made in person, by mail, by telephone or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

For purposes of this policy and the grievance process, "sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct that a reasonable person would determine to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to the District's education program or activity or

3. “Sexual assault” as defined in 20 USC 1092(f)(6)(A)(v), “dating violence” as defined in 34 USC 12291(a)(10), “domestic violence” as defined in 34 USC 12291(a)(8) or “stalking” as defined in 34 USC 12291(a)(30).

When the alleged harassment or discrimination on the basis of sex does not meet the definition of sexual harassment, the Title IX Coordinator directs the individual to the applicable sex discrimination process for investigation. The Board has developed complaint procedures for victims and has identified punitive measures which may be imposed on offenders. *For further information, please review Board Policy ACAA - Sexual Harassment & ACAA-R - Sexual Harassment Grievance Process.*

STAFF-STUDENT RELATIONS

The relationship between the District’s staff and students must be one of cooperation, understanding and mutual respect. Staff members have a responsibility to provide an atmosphere conducive to learning and to motivate each student to perform to his/her capacity.

Staff members should strive to secure individual and group discipline, and should be treated with respect by students at all times. By the same token, staff members should extend to students the same respect and courtesy that they, as staff members, have a right to demand.

Although it is desired that staff members have a sincere interest in students as individuals, partiality and the appearance of impropriety must be avoided. Excessive informal and/or social involvement with students is prohibited. Such conduct is not compatible with professional ethics and, as such, will not be tolerated.

Staff members are expected to use good judgment in their relationships with students both inside and outside of the school context including, but not limited to, the following guidelines.

1. Staff members shall not make deprecatory comments to students regarding the school, its staff and/or other students.
2. The exchange of purchased gifts between staff members and students is discouraged.
3. Staff-sponsored parties at which students are in attendance, unless they are a part of the school’s extracurricular program, have been approved by the building principal and are properly supervised, are prohibited
4. Staff members shall not fraternize, written or verbally, with students except on matters that pertain to school-related issues
5. Staff Members shall not associate with students at any time in any situation or activity that could be considered sexually suggestive or involve the presence or use of tobacco, alcohol or drugs.
6. Dating between staff members and students is prohibited.
7. Staff members shall not use insults or sarcasm against students as a method of forcing compliance with requirements or expectations.
8. Staff members shall maintain a reasonable standard of care for the supervision, control and protection of students commensurate with their assigned duties and responsibilities.
9. Staff members shall not send students on personal errands.
10. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.

11. Staff members shall not attempt to diagnose or treat a student's personal problem relating to sexual behavior, substance abuse, mental or physical health and/or family relationships but, instead, should refer the student to the appropriate individual or agency for assistance.
12. Staff members shall not disclose information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, information concerning assessments, ability scores, grades, behavior, mental or physical health and/or family background.

Social Networking Websites

1. District staff who have a presence on social networking websites are prohibited from posting data, documents, photographs or inappropriate information on any website that might result in a disruption of classroom activity. The Superintendent/designee has full discretion in determining when a disruption of classroom activity has occurred.
2. District staff is prohibited from providing personal social networking website passwords to students.
3. Fraternization between District staff and students via the Internet, personal email accounts, personal social networking websites and other modes of virtual technology is also prohibited.
4. Access to personal social networking websites during school hours is prohibited. Violation of the prohibitions listed above will result in staff and/or student discipline in accordance with State law, Board policies and regulations, the staff and student codes of Conduct and handbooks and/or staff negotiated agreements. Nothing in this policy prohibits District staff and students from the use of education websites and/or use of social networking websites created for curricular, co-curricular or extracurricular purposes.

COURSE DESCRIPTION GUIDES

COURSE DESCRIPTION GUIDE-GRADE 7

Required Courses: Art, STEM, English, Health/Physical Education, Math, Science, Social Studies

Electives: World Language Level 1A, Band, Choir, Orchestra, Art Explorations, Study Hall

Courses For High School Credit: Algebra, Geometry. Students taking any high school level course will be required to take semester final exams. Students' grades and credit will become part of the high school transcript.

World Language – World Language level 1 is a two year course. The 7th grade course = 1A level. It is the prerequisite to 8th grade 1B level and does not receive high school credit. 7th grade Level 1A receives a grade on the middle school report card. The student will receive high school credit with inclusion on high school GPA on his/her high school transcript upon completion of the 1B course, taken in 8th grade.)

REQUIRED

Art 7 - Elements and principles of art will be taught in this one quarter course. Emphasis is placed on original creative thinking, problem solving, composition and refinement of craftsmanship.

STEM Design and Modeling (DM)

This unit uses solid modeling (a very sophisticated mathematical technique for representing solid objects) to introduce students to the design process. Utilizing this design approach, students understand how solid modeling has influenced their lives. Students also learn sketching techniques, and use descriptive geometry as a component of

design, measurement, and computer modeling. Using design briefs or abstracts, students create models and documentation to solve problems.

English 7 – There are two courses. English 7 and Advanced English 7.

English 7- This full- year course will continue to refine students’ skills in reading, writing, speaking, and listening. Students will further develop their knowledge of grammar and mechanics as they focus on the parts of speech, parts of a sentence, paragraph and essay construction using MLA format. Students will follow the writing process while constructing analytical, informative, narrative, and argumentative essays that complement the literature units. The literature portion of the course will further develop comprehension strategies as they read novels, short stories, articles, poems and plays. Students will engage in a range of collaborative discussions surrounding these texts. Summer Reading: One choice book, fiction or nonfiction.

Advanced English 7- is the study of skills in reading, writing, speaking, and listening. Students will develop comprehension and communication skills throughout this full year course. Students will utilize reading strategies that they will be required to apply during independent and classroom reading. The literature portion of the course will be taught through novels, short stories, poems and plays that center around Mythology, Arthurian Legend, Shakespeare, non-fiction, and dystopian fiction. Students will employ the writing process and learn to communicate effectively and efficiently. Students will continue to grow their skills in writing argumentative, informative, narrative, and research texts. They will be able to produce clear writing that has appropriate organization and style for the topic at hand, use technology to produce and publish their writing, and to cite sources using the MLA format. Students will practice speaking in front of a group using relevant descriptions, facts, and details to support an opinion. Students in this class have been identified as gifted in the area of reading. Classroom reading, writing, and activities will require students to dig into topics on a much deeper level. Summer Reading: Two Books of choice- One fiction book and one non-fiction book.

Health/Physical Education 7– Health and Physical Education are nine week courses. Physical Education stresses fitness, heart rate awareness, skill development and goal setting. PE dress code will be addressed on the first day of class. Health class is devoted to a study of adolescence, nutrition, prescription/opioid awareness, and diseases.

Math Grade 7- There are three courses. Core 7, Advanced Applications, and Algebra 1

Core 7 Mathematics

A full year study of the common core state standards focusing on arithmetic operations, proportional reasoning, equation solving, geometry, and mathematics in the real world. This course enables students to begin Core 8 mathematics the following year, or to bridge to Algebra 1 dependent on point accrual.

Advanced Applications

A full year study of applied arithmetic, pre-algebra, and pre-geometry focusing on arithmetic operations in mathematics and the real world. An accelerated course that includes both Grade 7 and Grade 8 concepts that enables students to begin Algebra 1 in grade 8.

Algebra 1

A course for High School Credit: Areas of study include functions, graphing and solving linear equations and inequalities, systems of equations, exponent rules, exponential growth and decay, graphing and solving exponential equations, data analysis, graphing and solving quadratic equations, arithmetic and geometric sequences, and appropriate use of calculators and technology. A TI-83 or TI-84CE is highly recommended, especially for use in the second semester. (TI-84 Plus is also acceptable).

Science 7 – Students will study topics in the area of life and earth science for a full year. Students will apply skills and acquired knowledge of the scientific method to perform laboratory experiments and other exploratory activities. These activities will include a multi-media based activity, and other activities supported by technology.

Social Studies 7 – This is a full year course devoted to the study of World History from Pre History to 1750. Students will study how its geographic setting shapes historic events, the culture of its people, economic conditions, governmental decisions and citizen action. Emphasis is given to the Medieval period in Europe, China, Japan, the Arab world, and Africa the first half of the $\frac{3}{4}$ of the year and the European Renaissance is the major focus of the last quarter.

ELECTIVES – ALL ELECTIVES ARE SUBJECT TO ENROLLMENT AND TEACHER AVAILABILITY.

World Language Level 1A- Three courses are offered. Chinese, French and Spanish

Chinese 1A– This course will provide an introduction to Mandarin – the official language of China. Students will be exposed to the basic elements of speaking, reading, writing and comprehending the Mandarin language. There will be a selection process for participation in this course.

French 1A– Students will be able to speak, read, write and understand beginning level French. Students will prepare and present conversations, read authentic language passages, sing songs, learn vocabulary and grammar. Students will also compare and contrast American culture with that of various French-speaking cultures. After the first semester, French will be the primary language spoken in class.

Spanish 1A– Students will be able to speak, read, write and understand beginning level Spanish. Students will prepare and present conversations, read authentic language passages, sing songs, learn vocabulary and grammar. Students will also compare and contrast American culture with that of various Spanish-speaking cultures. After the first semester, Spanish will be the primary language spoken in class.

Music – Three courses are offered. Band, Choir and Orchestra

Band 7– A full-year emphasis on technique, intonation, rhythmic precision, ensemble balance, range and subtleties of musical notation. Concert attendance is required.

Choir 7 – Choir students will learn to use their singing voices to create a healthy and beautiful sound. In addition to further developing their vocal production and technique, students will also learn music reading skills, sight-singing skills, and performance skills. Choir also offers opportunities for students to develop team building and leadership skills. This is a performance-based class and participation in concerts outside of the school day are required.

Orchestra 7 – Orchestra students will continue to build upon techniques that they have previously learned in 5th and 6th grade. However, new students may join the orchestra program in 7th grade with the director's permission. This is a full-year course that focuses on technique, musical literacy, music history, ensemble rehearsal strategies and performance skills. Concert attendance is required.

Art Exploration - To enrich and give students more opportunity to explore and develop the process of different materials. To enable students to be exposed to and learn different techniques that are not able to be accomplished in the nine weeks of art class. To improve innovative student learning and engagement by creating powerful learning opportunities for students while focusing on the development of leadership and what is best for the learner.

Study Hall – Students may elect to take Study Hall for assignment completion, studying or intervention support.

COURSE DESCRIPTION GUIDE- GRADE 8

Required Courses: Art, STEM, English, Health/Physical Education, Math, Science, Social Studies.

Electives: World Language Level 1B, (prerequisite Level 1A in grade7) Band, Choir, Strings, Art Exploration, Study Hall.

Courses For High School Credit: Algebra, Geometry, Physical Science, French IB, Chinese IB, Spanish IB. Students taking any high school level course will be required to take semester final exams. Students' grades and credit will become part of the high school transcript.

REQUIRED

Art 8 –This nine week course emphasizes both two and three-dimensional work. Emphasis is placed on original thinking, composition and refinement in contour drawing.

STEM Automation and Robotics (AR)

Students trace the history and development of automation and robotics. They learn about structures, energy transfer, machine automation, and computer control systems. Students acquire knowledge and skills in engineering problem solving and explore requirements for careers in engineering.

English 8 – There are two courses. English 8 and Advanced English 8.

English 8 – This full-year course will continue to refine students' skills in reading, writing, speaking, and listening. Students will further develop their knowledge of grammar and mechanics as they focus on the parts of a sentence, paragraph, and essay construction using MLA format. Students will follow the writing process while constructing argumentative, narrative, analytical, and research texts. The literature portion of the course will focus on novels, short stories, poems, articles, and plays. Students will also engage in a range of collaborative discussions which require reading and writing preparation. Students will participate in ongoing reading throughout the course. Summer Reading: One required, one book of choice

Advanced English 8– Students in this year long class are identified as gifted in the area of reading. Students will continue to develop their reading, writing, speaking, and listening skills by engaging in performance based assessments of English state standards. The literature portion of this course will focus on in-depth studies of novels, short stories, articles, and plays. Students will work independently and in collaborative groups to discuss and interpret complex texts. Students will continue to learn writing as a process. Students will refine their skills by writing expository, persuasive, and research compositions using MLA format. Students will also write narrative and creative pieces throughout the year. Students will continue to practice and refine their speaking and listening skills by stating and supporting a claim with relevant facts, details, and examples and responding to their classmates in class discussions and Socratic seminars. Summer Reading: Two books of choice - One fiction book and one non-fiction (biography or autobiography) book.

Health/Physical Education 8 – Health and Physical Education are nine week courses. Students will focus on making healthy decisions providing a variety of ways to enhance self-esteem and decision making skills. Four unifying themes are woven throughout the health program; acceptance of personal responsibility, respect for and promotion of the health of others, understanding the process of growth and development and informed use of health-related information, products and services. Physical fitness and lifelong recreational skills are emphasized through a variety of game-related activities in physical education. Physical Education dress code will be addressed on the first day of class.

Math Grade 8-There are three courses. Core 8, Algebra 1 and Geometry

Core 8 Mathematics-This is a full year course including an introduction to writing, solving and graphing linear equations. There is an emphasis on collecting, representing and analyzing data. The course introduces geometric topics such as geometric transformations, Pythagorean Theorem, surface area and volume. The content of this course lays the foundation for Algebra 1, Geometry, and Algebra 2.

Algebra 1-A course for High School Credit: Areas of study include functions, graphing and solving linear equations and inequalities, systems of equations, exponent rules, exponential growth and decay, graphing and solving exponential equations, data analysis, graphing and solving quadratic equations, arithmetic and geometric sequences, and appropriate use of calculators and technology. A TI-83 or TI-84CE is highly recommended, especially for use in the second semester. (TI-84 Plus is also acceptable).

Geometry- A course for High School Credit: Prerequisite: successful completion of Algebra 1. Areas of study include points, lines, angles, congruence, transformations, parallelism and perpendicularity, similarity, polygons (especially triangles and quadrilaterals), circles, solids, area, volume, probability and trigonometry.

Science Grade 8- there are two course offerings

Science 8 - This full year course encompasses physical science, life science and earth science. The students will engage in a variety of lab applications to gain comprehensive understanding of the content standards. Students will be prepared in advanced lab techniques for high school.

Advanced Physical Science 8 -A course for High School Credit: This course will compact 8th grade Physical Science content and HS Physical Science content, yielding HS credit. Students will be required to engage in supported independent learning, relative to the 8th grade Earth & Space and Life Science Standards during the summer prior to 8th grade **and** evidence mastery via a summative test to enroll in this course in 8th grade. This additional HS Physical Science content may further prepare advanced/gifted students who will enroll in the AP Science courses offered within CFHS, including AP Physics. Students will not be required to enroll in Advanced Physical Science 8 to enroll in HS Biology in 9th grade. Prerequisite:successful completion of Advanced Math Apps 7, Algebra, or Geometry in 7th grade, meet data points and pass an Earth Science/Life Science Summative test to enroll in this course.

Social Studies 8 – This full-year course is an in-depth study of the early years of the United States up to 1877. While students are studying a particular historic event in the United States, they also look at its geographic settings, economic implications, developments in government and the role of citizens. Historic study begins with ancient civilizations of the Western hemisphere and traverses through European exploration and colonization. There is also emphasis on early American government and civics through the study of the U.S. gaining independence, as well as a look at the remainder of the chronological timeline of U.S. history through the Civil War and Reconstruction.

ELECTIVES – ALL ELECTIVES ARE SUBJECT TO ENROLLMENT AND TEACHER AVAILABILITY.

World Language Level 1B- three courses are offered. Chinese, French and Spanish

Chinese 1B– This course will provide an introduction to Mandarin – the official language of China. Students will be exposed to the basic elements of speaking, reading, writing and comprehending the Mandarin language. There will be a selection process for participation in this course.

French 1B– Students will be able to speak, read, write and understand beginning level French. Students will prepare and present conversations, read authentic language passages, sing songs, learn vocabulary and grammar. Students will also compare and contrast American culture with that of various French-speaking cultures. French will be the primary language spoken in class.

Spanish 1B– Students will be able to speak, read, write and understand beginning level Spanish. Students will prepare and present conversations, read authentic language passages, sing songs, learn vocabulary and grammar. Students will also compare and contrast American culture with that of various Spanish-speaking cultures. Spanish will be the primary language spoken in class.

Music – There are three options.

Band 8 – A full-year, with further emphasis on technique, intonation, rhythmic precision, ensemble balance, range

and subtleties of musical notation. Concert attendance is required. Prerequisite: successful completion of Band 7.

Choir 8 –Choir students will continue to develop their singing voices and performance skills while strengthening their music literacy through music notation and sight-singing activities. Students also continue to develop team building and leadership skills. This is a performance-based class and participation in concerts outside of the school day are required.

Orchestra 8 – Orchestra students will continue to build upon techniques that they have previously learned in 7th grade. However, new students may join the orchestra program in 8th grade with the director’s permission. This is a full-year course that focuses on technique, musical literacy, music history, ensemble rehearsal strategies and performance skills. Concert attendance is required.

Art Exploration - To enrich and give students more opportunity to explore and develop the process of different materials. To enable students to be exposed to and learn different techniques that are not able to be accomplished in the nine weeks of art class. To improve innovative student learning and engagement by creating powerful learning opportunities for students while focusing on the development of leadership and what is best for the learner.

Study Hall – Students may elect to take Study Hall for assignment completion, studying or intervention support.