

### **BELL EARLY COLLEGE ACADEMY**

Livingston Campus  
Main Office

6699 East Livingston Ave.  
Phone Number (614)501-4000

Reynoldsburg, OH 434068  
Fax (614)501-4003

ACADEMY LEADER – MRS. ERICA DODSON

COUNSELOR – MRS. AMY COX

### **ENCORE ACADEMY**

Summit Campus  
Main Office

8579 Summit Road  
Phone Number (614)501-2300

Reynoldsburg, OH 434068  
Fax (614)501-2299

ACADEMY LEADER – MRS. JOCELYN COSGRAVE

COUNSELOR – MRS. SARAH ROLLISON

### **ESTEM ACADEMY**

Summit Campus  
Main Office

8579 Summit Road  
Phone Number (614)501-2310

Reynoldsburg, OH 434068  
Fax (614)501-2250

ACADEMY LEADER – MR. SCOTT BENNETT

COUNSELOR – MRS. NANCY DAWSON

### **(HS)<sup>2</sup> ACADEMY**

Livingston Campus  
Main Office

6699 East Livingston Ave.  
Phone Number (614)501-4030

Reynoldsburg, OH 434068  
Fax (614)501-2260

ACADEMY LEADER – MRS. DAWN MCCLOUD

COUNSELOR –

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#### **Board of Education**

Andrew Swope, President • Elaine Tomero, Vice President • Joseph Begeny • Loretta King • Sandra Long  
Tina Thomas-Manning, Superintendent • Tammira S. Miller, Treasurer

## **REYNOLDSBURG COMPACT ON RESPECT**

As a member of the Reynoldsburg Community, I will show my strength by...

- greeting others I meet with acts of friendliness and kindness,
- taking responsibility for my own actions and how they affect the people and environment around me,
- being truthful and honest to myself and others in all that I say and do as a sign of respect for myself and others,
- treating all persons in ways that I would like them to treat me,
- and recognizing that each person is different and has an individual contribution to make to the community.

## **MISSION STATEMENT**

The staff of Reynoldsburg High School upholds the basic premise that all students can learn. To that end, we are committed to provide the best educational opportunities for every student.

The mission of RHS is to have our students:

1. Demonstrate a mastery of communication skills
2. Exercise the rights and responsibilities of citizenship in a democratic society
3. Develop an understanding of the global interdependence of people, society, and the environment
4. Use of effective thinking skills across the curriculum
5. Develop a tone of trust, decency, and respect among staff and students
6. Engage in meaningful work to develop a sense of belonging and a readiness to learn through goal setting, self-evaluation, and the ability to reflect on one's work

## **ACADEMIC POLICIES & PROCEDURES**

### **ACADEMIC REPORTS TO PARENTS – REPORT CARDS**

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Students receive a report card four times each school year. Report cards for the first three grading periods and all progress reports are hand carried by students. The fourth report card is mailed home. Below are the end dates for each of the nine weeks; report cards will follow a week or so after these dates:

1st Nine Weeks – October 10, 2014                      2nd Nine Weeks – December 19, 2014

3rd Nine Weeks – March 13, 2015                      4th Nine Weeks – May 28, 2015

Report cards will not be issued until all fees and fines are paid and textbooks returned.

### **CLASS FEES**

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Fees will be assigned per academy and will be calculated based on the classes the student is taking. Class fees can be found in the Course of Studies. Payment for fees should be made payable to Reynoldsburg High School. Failure to pay course fees, fines, and other financial obligations (including but not limited to broken and/or lost equipment) may result in the denial of report cards or final transcripts.

### **CLASS RANK COMPUTATION**

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***For the Class of 2014 and beyond, Reynoldsburg City Schools will no longer rank students by grade point average.***

### **CUMULATIVE RECORDS**

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Parents may request to view their child's school records. This request should be done in writing and given to the academy principal. Arrangements will be made for the view of the records. Parents must present identification

# Reynoldsburg City Schools



before being allowed to review student records.

## EARNING CREDIT AND CALCULATING GRADES

Reynoldsburg City School High Schools have two systems established for grading purposes. In Bell and (HS)<sup>2</sup> Academies, a **Traditional Grading** system is in place. In eSTEM and Encore Academies they have implemented a **Mastery Grading** system.

Letter Grade	Percentage	Mastery
A	90% - 100%	Yes
B	80% - 89%	Yes
C	70% - 79%	Yes
D	60% - 69%	No, will be marked as Incomplete (I)
F	0% - 59%	No, will be marked as Incomplete (I)

**Classes with a Pass/Fail grade do not calculate into the Grade Point Average.**

### Year-long Classes with a semester exam:

Semester 1 Average = (Quarter 1 Grade x .40) + (Quarter 2 Grade x .40) + (Midterm Exam Grade x .20)

Semester 2 Average = (Quarter 3 Grade x .40) + (Quarter 4 Grade x .40) + (Final Exam Grade x .20)

Year End Average = (Quarter 1 Grade x .20) + (Quarter 2 Grade x .20) + (Midterm Exam Grade x .10) + (Quarter 3 Grade x .20) + (Quarter 4 Grade x .20) + (Final Exam Grade x .10)

### Year-long Classes without a semester exam:

Semester 1 Average = (Quarter 1 Grade x .50) + (Quarter 2 Grade x .50)

Semester 2 Average = (Quarter 3 Grade x .50) + (Quarter 4 Grade x .50)

Year End Average = (Quarter 1 Grade x .25) + (Quarter 2 Grade x .25) + (Quarter 3 Grade x .25) + (Quarter 4 Grade x .25)

### Semester Blocked classes

Semester 1 Average = (Quarter 1 Grade x .40) + (Midterm Exam Grade x .10) + (Quarter 2 Grade x .40) + (Final Exam Grade x .10)

Semester 2 Average = (Quarter 1 Grade x .40) + (Midterm Exam Grade x .10) + (Quarter 2 Grade x .40) + (Final Exam Grade x .10)

## EARLY GRADUATION

- Students who desire to graduate from Reynoldsburg High School in three years or less must submit a letter of intent to their academy principal through the academy guidance counselor at least two semesters prior to the intended graduation date. The letter of intent must include justification educationally, vocationally, and socially of the decision to graduate early and include written parental approval.
- Counselors will work closely with the student and his/her parents to develop a program, which is in compliance with the standards of graduation set forth by the State of Ohio and Reynoldsburg Board of Education and the student's best interests.
- Final approval rests with the academy principal.

## GRADE REPORTING

The following is a list of grades that may appear on a student's report card at the final printing for both **Mastery** and **Traditional** Assessment Systems and explanations of the assignments of each grade.

Traditional Assessment <small>Bell and (HS)<sup>2</sup></small>	Mastery Assessment <small>Encore and eSTEM only</small>	Meaning	Explanation
A	A - Mastery	Exemplary	90% - 100% College and Career Ready.
B	B - Mastery	Good	80% - 89% College and Career Ready
C	C - Mastery	Average	70% - 79% Additional coursework in the content may be required to be career and/or college ready.
D	Non-Mastery	Below Average	60% - 69% It is recommended that the student retake the course.
F	Non-Mastery	Failing	59% - 0% Student will need to retake the course.
I	I - Non-Mastery	Incomplete	Student has not completed the requirements of the course. Student will be given the opportunity to repeat the course.
U	Non-Mastery	Unfinished Work	Does <b>not</b> mean "Unsatisfactory." The student has work that has yet to be completed because of reasons such as illness. Does not count against student in GPA calculations.
P	N/A	Passing	Used for "Pass/Fail" classes. Will not figure into GPA calculations
S	N/A	Satisfactory	Used on the recommendation of counselors only. Will not figure into GPA calculations.

## GRADUATION REQUIREMENTS

See the individual academy Program of Studies.

## HONOR ROLL

A three-tiered Honor Roll system is used for each nine-week grading period. The guidelines are as follows:

Gold Level	4.0 and above
Silver Level	3.5 – 3.999
Bronze Level	3.0 – 3.499

Students may not have any grades below a "C" during each grading period and must take a minimum of five (5) classes each semester or the equivalent in a block schedule to qualify for the Honor Roll.

## **INCOMPLETE ASSIGNMENT POLICY**

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Assignments missed because of illness will be made up within a period determined by the teacher but at least equivalent to the number of days absent unless specified by the teacher prior to the absence. Assignments missed because of pre-excused absences (family trips, school sponsored field studies, etc.), will be due upon the first day back to school. Teachers will notify students of their procedures regarding making up missed work. Excused absences will allow students to earn credit for missed work.

If missed work is not made up within the allotted time, a student may be assigned an incomplete for the nine-week grading period.

When an incomplete is assigned for terms 1 through 3 in a traditional grading system, students will have a maximum of ten (10) school days, counted from the last day of the grading period, to complete missed work resulting in a grade change. Teachers must notify the students of specific due dates for incomplete work. In our Mastery Grading system, students with an incomplete have up to one calendar year or graduation to complete at mastery. If a student fails to complete mastery in that time frame, they will receive a failing grade for the course.

Students who have not completed all work will not have met the requirements for the course and will be assigned an "I" for core coursework or a failing grade for non-core coursework for that grading period.

Incompletes remaining at the end of the year may have one of two results, the student may re-take the course to earn Mastery in Encore or eSTEM Academy or the student may be marked as having failed the course. A "U" may be used in special circumstances, i.e. hospitalization or another exceptional reason. The "U" for unfinished work is not included in a student's GPA calculations. Final grades will be adjusted upon Mastery of the course.

## **PHYSICAL EDUCATION WAIVER**

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The Reynoldsburg City Schools Board of Education has adopted a policy to excuse from the high school physical education requirement each student who, during high school, has participated in interscholastic athletics, marching band, or cheerleading for at least two full seasons. The Reynoldsburg City School Board shall not require the student to complete any physical education course as a condition to graduate. However, the student shall be required to complete one-half unit, consisting of at least sixty hours of instruction, in another course.

Students wishing to pursue the exemption option must notify the academy guidance counselor prior to the season in which they are participating in the activity. This will be verified by the athletic department or marching band director to ensure full participation was obtained.

## **PROMOTION REQUIREMENTS**

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Students in grades 9-12 shall be assigned to a grade level based on the number of credits previously earned.

<b>Total Credits</b>	<b>Promotion to grade...</b>
Promotion from grade 8	9
5 credits	10
10 credits	11
15 credits	12

## **RETAKING COURSES**

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Students who retake entire courses at RHS, in Dual Enrollment or PSEO during the school year that did not master (I), failed (F) or earned the grade of "D" previously may replace the course and receive a new grade for GPA calculation with the exception of Summer Academy coursework. All records appear on the student's transcript if the previous grade was a "D" or "F". Incompletes (I) do not appear on the student's transcript unless the student fails to attempt to meet mastery.

*For Dual Enrollment coursework, students receiving a grade below "C" who wish to retake the course must pay for the course and course fees in order to retake. Payment for the retake must be made prior to entering the*

class for the second time.

## SCHEDULE CHANGES

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### Purpose of Schedule Change Procedures

- Because of the exhaustive nature of our scheduling process, after the fact changes of any kind are to be treated seriously.
- During the course selection process, students had the opportunity to confer with parents, teachers, and guidance counselors to assure that they selected the appropriate courses.
- Reynoldsburg High School's master schedule is organized around the requests of students.
- Your scheduling requests are met to the best of our ability as we build our schedule. Once the schedule is constructed, changes in requested courses play havoc with the balance and efficiency of the schedule.

### Procedures for Changing a Schedule

- All drops and changes must be completed through the academy guidance counselor within the first two weeks (10 school days) of the course; this includes dual enrollment and PSEO courses. The student must request a meeting with his/her academy guidance counselor to discuss the reasons for the drop/change. The academy principal has the final authority on all schedule changes.
- Students who drop a course after the first 10 days of the course do so as a "Withdraw Failure" and will receive an "F" for the course. Students who are enrolled in Dual Enrollment coursework may be responsible for any fee or book costs incurred.
- The student must continue to go to the course that he/she wants to drop until the academy guidance counselor gives him/her a new schedule with his/her new course listed. **Not attending the course until it is officially dropped constitutes truancy to that course.**

### Changing Levels of Courses

- Before consideration of a schedule change, the parent, student, teacher, and counselor must develop and implement an improvement plan. The parent, student, teacher, and counselor will then meet to determine a course of action so that the student's best interests will be served.
- When changes are made, all grades will transfer and every effort will be made to keep the student with the same teacher.
- In some cases, with the recommendation of the teacher, a student may be able to take a class for a second time to improve his/her grade and establish a stronger base for future courses in that subject.

### Changing Academy Policy

The Reynoldsburg Academies go to great lengths to provide families with information and tools that help them decide with their student what academy will be best. Resources, such as staff and funding, are driven by the initial enrollment. Changes in academies have a negative impact on these resources and may adversely impact student progress. To that end, it is the expectation of Reynoldsburg City Schools that a student will remain in an academy until the completion of their sophomore year.

Forms that can be obtained from your guidance counselor:

- **Sophomore change request** (see form for details; form is time sensitive)
- **8<sup>th</sup> Grade Placement Appeal & New Enrollment** (see form for details; form is time sensitive)
- **Emergency Transfer:** In cases determined by Reynoldsburg City Schools to be an emergency a transfer may occur. This transfer will be remediated per individual case by academy leadership.

## WEIGHTED CLASS GRADING PROCEDURES (AP/PSEO/ENRICHED)

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1. If a weighted grade is desired, Advanced Placement students must take the AP exam (fee required) if dual credit is not available. Students will declare their desire by completing an AP Intent Form by the required deadline.
2. At the end of the first nine-weeks only or the equivalent in a double block, students have the option of dropping or transferring from a weighted class, without penalty, if they earn a "C" (2.00) or below.
3. Post Secondary Education Option (PSEO) and Dual Enrollment courses **will** be weighted for GPA calculations in the core areas of Math, English, Science, and Social Studies. PSEO and Dual Enrollment elective courses will count for GPA calculations but **will not** be weighted.

4. Enriched courses are weighted 0.5.
5. AP/PSEO/Dual Enrollment core courses are weighted 1.0.

## ATTENDANCE POLICIES & PROCEDURES

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Section 3321.04 of the ORC provides that every parent, guardian, or other person having charge of any child of compulsory school age must send such child to a school which conforms to the minimum standards prescribed by the State Board of Education for the full time the school attended is in session. Such attendance must begin within the first week of the school term, or within one (1) week of the school term, or within one (1) week of the date on which the child begins to reside in the district.

### EXCUSING AN ABSENCE

Any absence from school will count against perfect attendance.

Board of Education Policy: **JED**, in agreement OAC 3301-39-02 states the reasons for which students may be excused, but are not limited to;

1. Personal illness of the student as documented by doctor or dentist excuse/note
2. Illness in the student's family
3. Death in the family
4. Quarantine for contagious disease as documented by a doctor.
5. Religious reasons

### REPORTING AN ABSENCE

1. The parent/guardian should call the academy main office (phone numbers listed on first page)\_to notify the academy that the student will be absent for the day. This call is to inform the school that the student is not attending and that the parent/guardian is aware of the absence. If no communication is received on the day of the absence students will be counted unexcused. Parents may clear up the unexcused absence within a three-day period by sending a note with the students' name, exact date of the absence, as well as the reason for the absence (from the excused absence list above). The **parent/guardian** must sign the note. Any absence not cleared up after three (3) days will remain unexcused and may be subject to disciplinary action. All other absence reasons are unexcused.
2. Students are allotted 10 parent-notified absences per year under the Reporting Procedure.
3. Truancy may be filed at any time after the 12<sup>th</sup> absence.

### MEDICAL EXCUSE

If the student has seen a doctor for an illness or injury, that excuse must be on doctor's letterhead with the doctor's signature. For an illness that causes a student to miss an entire day or several days of school, the **exact dates** the doctor is excusing the student from school and reason for the absence must be provided by the doctor in order for the student to be excused. The student is to bring the doctor's excuse on the first day of return to school. Should the student return without a signed parental or doctor's note, he or she will be considered as unexcused and may be subject to disciplinary or Juvenile Court action.

### PLANNED ABSENCES

Policy **JED** states that the Board does not believe that students should be excused from school for non-emergency trips out of the District. The responsibility for such absences resides with the parent(s), and they must not expect any work missed by their child to be re-taught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent. Planned absences such as college visitations, armed services testing, family trips, and Take Your Child to Work Day require a Pre-Excused Absence Form from the academy office and are subject to the 10-day absence rule.

## **REQUEST FOR HOMEWORK**

Students may request homework assignments through their academy office if they are ill or will be absent from school or excused reasons for a period of at least three days. Students/parents making requests for homework assignments must allow at least twenty-four (24) hours for the collection of assignments.

When assignments are missed for excused reasons, arrangements for make-up work must be made immediately upon return to school. This is the student's responsibility to contact the teacher for make-up assignments. A general rule for students to follow is that they have as many days to make-up homework as they missed class, not to exceed 5 school days under normal circumstances.

*For large projects, term papers, or other assignments where the due date has been established two (2) weeks in advance, students will not be given an extended period of time to complete work. Student absent on the due date will turn the project/paper in on the day they return to school.*

## **TRUANCY (HABITUAL/CHRONIC)**

Truancy shall be defined as deliberate unexcused absences by a student from a class or from school. No make-up work will be permitted for truancy. Disciplinary action, police involvement, and/or a referral to court may result in a truancy situation. Repeated truancy in any specific class may result in removal from that class with a failing grade.

## **UNEXCUSED ABSENCE**

The following are examples of unexcused absences/tardiness: truancy, cutting a class, oversleeping, missing a ride, car trouble, or no parent contact with the academy office. The student is considered truant with any unexcused absence and the student may be subject to disciplinary action as a result of the truancy. All missed work during an unexcused absence is expected to be made up. Unexcused absences or tardiness not cleared up within three (3) school days will remain unexcused. If a test or performance assessment is missed during an unexcused absence, the student must take the assessment immediately upon return.

## **UNEXCUSED CLASS CUT**

A class cut will result in parental contact by the teacher and disciplinary action.

## **STUDENTS HABITUALLY ABSENT – LOSS OF DRIVING PRIVILEGES**

When the Superintendent of the Reynoldsburg City School District receives information that a student of compulsory school age has been absent from school, without legitimate excuse for more than ten (10) consecutive days, or a total of at least fifteen (15) days in any term or semester, the following procedure will apply:

1. The Superintendent will notify, in writing, the student and his parent, guardian, or custodian, and state that information regarding the student's absences has been provided to the Superintendent, and as a result of that information the student's driving privileges will be denied and/or suspended. Such notification will also state that the student and his parent, guardian, or custodian may appear before the Superintendent or his designee for a hearing to challenge the information provided to the Superintendent.
2. The notice from the Superintendent to the student must include the scheduled time, place, and date of the hearing, which must be scheduled between three (3) and five (5) days after the notification is given. The Superintendent upon the request of the student, parent, guardian, or custodian may grant an extension. The Superintendent must then notify the student, parent, guardian, or custodian of the new hearing time, place, and date.
3. At the hearing before the Superintendent or his designee, the student will have an opportunity to present evidence that he or she has not been habitually absent from school without legitimate excuse. Ohio law defines "legitimate excuses" for absence from school to include, but not be limited to: (1) enrollment in another school or school district in Ohio or another state, (2) receipt of an age and schooling certificate in accordance with O.R.C. 3331.01, (3) a bodily or mental condition that prohibits attendance under O.R.C. 3321.04, or (4) participation in a home instruction program under O.R.C. 3321.04.
4. If a habitually absent student and his parent, guardian, or custodian do not appear at the hearing before the Superintendent or his designee, or if the student does not convince the Superintendent or his



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designee that the absences were legitimate, the Superintendent must notify the registrar of motor vehicles and the juvenile court judge of Franklin County. Such notification must be given to the registrar and the juvenile court judge within two weeks of the receipt of the information regarding habitual absences, or if a hearing date for the student is set, within two weeks after the hearing date. The registrar of motor vehicles is required to suspend the temporary instruction permit or driver's license of the student who is the subject of the notice. If a temporary permit or license has not been issued for that student, the registrar is prohibited from issuing a temporary permit or license. Any denial or suspension of driving privileges will remain in effect until the student reaches age eighteen (18) or until the denial or suspension of driving privileges is terminated for another reason allowable under Ohio law.

5. In accordance with Ohio law, a student whose driving privileges have been denied or suspended can file a petition with the juvenile court in the jurisdiction in which he or she resides. (Board of Education Policy)

## **REYNOLDSBURG HIGH SCHOOL GENERAL OPERATING PROCEDURES**

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### **ASSEMBLY & FIELD TRIPS CONDUCT**

Each year our students are given the opportunity to participate in a variety of field trips and assemblies. At all special events, students are expected to use their best behavior. Assemblies and field trips are privileges. Students who do not demonstrate appropriate behavior may be excluded from field trips and assemblies. No food or drink is permitted in the auditorium at any time.

### **BUS REGULATIONS**

Ohio law does not require that transportation be provided to high school students. Students who fail to cooperate with bus drivers and students who fail to comply with basic safety regulations may be denied the privilege of bus transportation. Such regulations also apply to athletic events, field trips, and other student activities.

Anytime a student is asked to identify his or herself by a bus driver or other school personnel and refuses to do so or gives a fictitious name, the student may face immediate forfeiture of bus privileges for the semester. If a student or his/her parent/guardian wishes to appeal a decision regarding punishment for bus violations, Board Policy #JFCC applies. The telephone number of the bus garage is 501-1042. (Board of Education Policy)

### **EARLY RELEASE**

Early release may be granted to any senior or junior. Students must leave the building within five (5) minutes of the assigned release time. Students may pick up an Early Release Request Form from their academy office. Students with early release who do not leave the premises may be subject to discipline in the Student Code of Conduct.

### **FACULTY LOCATIONS**

The faculty work-room, lounge, and restrooms are off-limits to students at all times.

### **HEALTH SERVICES**

The school clinic is for first aid to students who are injured or become ill while at school. Students are to request a hall pass from the classroom teacher when it is necessary to visit the nurse in the clinic. If the nurse is not in the clinic, students are to report to their academy office. Students without a hall pass cannot be seen for non-emergency conditions. At no time should a student stay in the restroom because of illness unless receiving permission from the nurse or their academy office. Doing so may be regarded as TRUANCY from class, and disciplinary actions will result. All students must contact parents from the clinic only. If a student needs to leave school due to illness, either the clinic or the academy office will contact the students' parent to obtain permission to dismiss the student from school.

It is important that an updated medical information form for your child be on file at all times. This form contains the necessary contact information to be used in case of an emergency. Students under the age of 18 may only be treated with parental permission.

Screenings are conducted for hearing, vision, and blood pressure on all 9th graders, new enrollees, and upon the request of a student, parent, or teacher.

Students who must take either prescription or non-prescription medication during school hours must have parental permission on file in the clinic. The Parental Permission forms are available in the clinic. Medication cannot be brought to school, taken, or administered except in compliance with these guidelines and board policy.

### **IDENTIFICATION CARDS**

Each student at RHS will be issued a new Identification Card annually. This card is required to check out material from the Information Center; students can also use their ID card to purchase food from the cafeteria if money is added to their account. Students are required to carry their ID card while at school per the Raider

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Dress Code. A student who loses his or her ID card must replace it at a cost of \$10.00. Students may not deface, decorate, or alter their ID cards. Doing so may result in disciplinary action and replacement of the ID card.

## **INFORMATION CENTER (LIVINGSTON CAMPUS) AND DESIGN AND CREATIVITY CENTER (SUMMIT CAMPUS)**

The Information Center and the Design and Creativity Centers are open during regular school hours. Both Centers provide computers for students to access numerous programs including magazine, newspaper, research databases, word processing, and the Internet. To use Center computers, students must obtain an Acceptable Use Policy form from the Information Specialist. Absolutely no candy, beverage, or food of any kind is permitted.

## **INTERNET ACCESS**

The Internet system of linked, computerized databases and services offers the possibility of quick access to a wealth of local, national, and international information which can be of tremendous benefit to the education of students enrolled in the Reynoldsburg City School District. The Internet also affords possibilities for abuse and misuse and may make inappropriate materials accessible to school-aged children. Students are subject to the discipline in the Student Code of Conduct for any inappropriate use of the computers. Prior to the start of school, each student will be given an Acceptable Use Policy form. Those forms will be collected at Raider Check-In.

## **LOCKS & LOCKERS**

Students will be provided a school locker for books and supplies both in their main building and in the gymnasium. It is highly recommended that students use locks to secure their lockers to protect their belongings. Students are to use ONLY the locker that is assigned to them. Students should not use their lockers or property in such a way to interfere with school discipline or the normal operation of the school. This includes but is not limited to the storage of overdue library books or the unauthorized possession of other school property.

Although provided for students' use, lockers are the property of Reynoldsburg High School and are thereby subject to search and seizure regulations by school authorities. Students possess the right of privacy as well as freedom from unreasonable search and seizure of property. The student's individual rights, however, are balanced by the school's responsibility to protect the health, safety, and welfare of its students. Although school authorities will respect the rights of students in their locker, car, and personal property, it should be made clear that lockers are the property of the school and that cars parked on school property are subject to search. (Board of Education Policy)

## **LOST AND FOUND**

Students finding property not belonging to them should attempt to find the owner and then take the item(s) to the main office. If a student suspects something has been stolen from him or her, the theft should be reported to an administrator or safety specialist. At that time a decision regarding notification of the police will be made. Students should make every attempt to secure their possessions and purchase a lock for their locker.

## **LUNCH REGULATIONS**

ALL students are required to remain on campus for lunch unless granted early release. Students are to report to the cafeteria at the beginning of their lunch period and remain at that location for the duration of the period. **Any student who leaves the building during the lunch period is considered unexcused from school and will receive the appropriate disciplinary action.** Each student is to be in the lunchroom for his or her assigned period only. Students are not permitted to yell, sit or stand on tables, run, throw food or other items, or leave the designated cafeteria lunch areas. Each student is expected to clean up after him or herself using the trash containers provided in the lunchroom. Parent/guardians/guests are not permitted in the cafeteria.

Children from families whose income is at or below specified levels are eligible for meals free or at a reduced price. Contact the academy office for the application forms for this program.

## **PARENT/TEACHER CONFERENCES**

We encourage you to participate in Parent/Teacher Conferences. Parent/Teacher Conferences will be held four times during the school year. If the parent feels that a conference is needed at any other time throughout the school year, please contact the teacher to schedule a meeting. Visit district website and follow the link to [www.MyConferenceTime.com](http://www.MyConferenceTime.com).

## **PARKING REGULATIONS**

Students may not park in spaces in the parking lot which are reserved for special use, visitors and substitute teachers. Students who violate the following parking regulations may have their car towed at the owner's expense:

1. Parking in a "striped no parking zone"
2. Parking in a handicapped space without proper authorization
3. Parking in an unmarked location
4. Parking in a spot reserved for special use, visitors, or substitute teachers

While on Reynoldsburg High School parking lot, the student's automobile is under the school's jurisdiction. The school reserves the right to search any vehicle on campus if reasonable suspicion exists. A student's parking privileges may be revoked for reasons which include but are not limited to:

1. Parking in unauthorized locations
2. Leaving school grounds without permission
3. Reckless operation of any vehicle on school property
4. Transporting students who do not have permission to leave school grounds

## **POSTING & DISTRIBUTION OF PRINTED MATERIAL**

All hallway postings and locker decorations must be approved by the academy administration. These postings MUST meet these criteria:

- Must provide school-appropriate and school-related information
- Size requirements:
  - Hallway – minimum size of 8.5" x 11"
  - Lockers – appropriate size; NOT overlapping on to other lockers
- Cleanly cut edges
- Neat legible printing
- Grammatically correct
- Contain Accurate information
- Mounted securely to the wall or locker with NO visible tape
- Placed on bulletin board strips when available

All hallway postings and locker decorations MUST NOT have the following in illustration, words, inferences, or implication:

- No inappropriate or foul language
- No put downs regarding race, ethnicity, gender, sexual preference, religion, or politics
- No references to cigarettes, drugs, or alcohol
- No violence
- No sexual or provocative material
- No blood, guts, or base bodily functions

Violation of these guidelines may result in

- removal and destruction of the posting or decoration
- disciplinary action

# Reynoldsburg City Schools



## **RELEASE OF INFORMATION**

It is Ohio law that certain information concerning staff and students must be released if requested. This information is considered Directory Information. Directory Information includes such items as name, address, and telephone number, date of birth and dates of attendance. If you do not want any information about your child released by the school, submit your request in writing to the academy principal.

Occasionally we have activities in our school that are covered by the media. If you do not want your child's name or photograph to be in the newspaper, on radio or television please submit your request in writing to the academy principal.

## **SAFE SCHOOLS HELP – LINE**

For additional security, RHS has subscribed to Safe School Help-Line, Incorporated. This help-line provides an anonymous method to assure our school remains safe. Any students, parents, school staff members, or community members can report any activity that they feel jeopardizes the safety of our school, our students, or our staff by dialing 1-800-418-6423 ext. 359 OR go to [www.safeschoolhelpline.com](http://www.safeschoolhelpline.com) to make a report online. You can also text your concern by texting 66746 and typing "TIPS" as the message. You will receive a text back instructing you to state the name and location of your school. Just follow the prompts. No identifying information is forwarded to the school that you do not provide. Your cell phone number is not provided.

After three school days, by recalling the 800 number and entering the assigned case number, a recording tells the caller whether there has been a request for further information. If there has been, the caller's answers will again be transcribed and sent to the school. If there are no more questions, this could mean the school feels that adequate information has been provided to proceed or it could mean that the matter has been fully investigated. Please help make our schools a safe place to learn.

## **SCHOOL DANCES**

Any dancing deemed as indecent or obscene by the administrators is forbidden. If you are warned about your dancing and do not respond appropriately, you will be asked to leave the dance without refund.

The following is prohibited:

- No FRONT to BACK dancing
- No COOKIE or SANDWICH dancing
- No DOWN on the FLOOR or DOG dancing

## **SECURITY CAMERAS**

Video surveillance may be in use in any area of the school facility where privacy is not expected.

## **TELEPHONE MESSAGES**

The secretary/receptionist answering the telephone will take EMERGENCY messages from parents only. EMERGENCY MESSAGES ONLY will be sent to the student in the classroom. Forgotten items or messages deemed non-emergency will be held at the secretary's desk in the academy office. A note will be sent to the student to retrieve the item at the end of his/her class period.

## **TEXTBOOKS**

Students who are issued textbooks at the beginning of the school year or semester are fully responsible for that textbook. They are required to write their name on the inside cover so it can be easily identified if it is misplaced. At the end of the year or semester, the textbook **MUST BE TURNED IN TO THE TEACHER**. If the textbook is lost or the book issued is not the one turned in, the student either has to return the book issued or pay for the book before she/he can participate in graduation. The cost to replace the textbook will be the cost of a new textbook because a new one will have to be ordered.

# Reynoldsburg City Schools



## TRANSCRIPT REQUESTS

A transcript request form can be found with the academy guidance counselor or on the RHS website. Students must hand deliver the request form to their guidance counselor or academy secretary. Transcripts will be processed within five school days; however, if a letter of recommendation is to accompany the transcript, more time may be required. Allow for this processing time when application deadlines or vacation periods approach.

## VISITORS AND GUESTS

All parents are welcome to visit the school. If a parent wishes to visit a class, they must make arrangements with the teacher at least one (1) school day in advance. All visitors to school are required to **show proper identification**, and to sign in at the table located in the main office. All visitors are required to wear a visitors badge while in the building. Visitors must sign out and return the badge to the person at the visitors table in the front lobby when leaving the building. **STUDENT VISITORS ARE NOT PERMITTED DURING SCHOOL HOURS.** Reynoldsburg High School will not assume responsibility for items including but not limited to house/car keys, forgotten school materials, and lunch money dropped off for students. Reynoldsburg High School will NOT accept non-emergency or non-academic deliveries. These items include but are not limited to floral deliveries, balloon deliveries, etc.

## VOLUNTEERS

Volunteers in our school provide an invaluable service to our students and staff members. We have many school activities that rely on the services provided by volunteers. We appreciate the role of volunteers in our schools and encourage you to contact the academy principal or your child's teacher if you are available to help in any way. Adults who volunteer in the school and work directly with children on a one-to-one basis will need to have a criminal background check before they can begin their work. The school administration will be able to facilitate a criminal background check if it is needed.

## WITHDRAWING FROM SCHOOL

Prior to withdrawing from school, the student must pick up an "Intent to Withdraw" form from their academy guidance counselor or academy office. This form must be completed, signed by the parent or legal guardian and returned to the academy guidance counselor or academy office. On the last day the student will be in attendance, the student must pick up the final withdrawal form which will be signed by an administrator and all the student's teachers. Student records will not be released until the student has returned all school property (including textbooks, media center materials, and music materials) and has met all financial obligations including fees, fines, and fund raising goods or money. Reasons for withdrawal are change of residence or if the student is enrolled in and attending another school. All other withdrawals are considered "dropout" and may result in the loss of driving privileges.

## STUDENT CODE OF CONDUCT

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### DISCIPLINE POLICY

In order to protect a student's right to an education, the State of Ohio has given the Board of Education the authority, by statute, to "make such rules and regulations as are necessary for its government and the government of its employees, pupils of its schools, and all other persons entering upon its school ground or premises."

Students will be expected to conduct themselves in such a way that the rights of others are not violated. Students will respect school authority, conform to school regulations, and accept directions from authorized school personnel. A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school related events will be dealt with according to approved student discipline regulations.

The academy principal is charged with the overall control and discipline of all students in his/her academy. However, the primary responsibilities of management and discipline of students is in the hands of each teacher. Parents will also be informed of the conduct expected of students. Students are reminded that they are responsible for their actions toward school personnel and school property during all school-related activities and events, even when such activities occur off school grounds.

Policies at RHS are designed to:

1. Protect the health, safety, and welfare of each student
2. Prevent disruption of the educational process
3. Maintain an atmosphere and climate conducive to learning
4. Protect the building and grounds from vandalism and destruction

The administration reserves the right to exercise flexibility and individuality in interpreting and implementing the rules of the Student Code of Conduct in compliance with the Reynoldsburg Board of Education Policy. This also means the administration may develop appropriate rules and regulations as called for by various situations. In addition, the administration may, in severe or unusual cases, or in cases where it is in the best interest of the student(s), to discipline students in ways other than stated specifically in the Student Code of Conduct. **Note: any step found in the Code of Conduct may be waived at the administrator's discretion.**

Students who fail to report, report on time, or fail to serve the full duration of lesser consequences, may have additional assignments of those consequences or additional disciplinary consequences assigned by the administration. Repeated violations of school rules and regulations are a violation of the Student Code of Conduct. Consequences will vary depending on the severity and number of previous disciplinary actions and may include removal, suspension, and/or expulsion.

## CODE OF CONDUCT VIOLATIONS

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The following infractions constitute major disciplinary violations. Consequences will be issued at the discretion of the administrator. This code of conduct is in effect while (1) students are under the authority of school personnel and/or (2) during all school-related activities and events, even when such activities occur off school grounds. The Code of Conduct applies to school buses, extracurricular events and to some alternative education programs.

In addition, this Code of Conduct includes (1) 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 (2) 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.

Consequences for the following behaviors are either identified with the specific violation or are described in the section entitled "Disciplinary Consequences."

### **R1 Assault**

A student shall not knowingly or with reckless disregard cause physical injury, or threaten to cause physical injury, to any person. **1st offense – 10 day OSS and possible 80 day expulsion**

### **R1 Serious Bodily Injury**

A student shall not cause serious bodily injury to oneself or others. Serious Bodily Injury is defined as "A bodily injury that involves substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or faculty" (18 U.S.C. Section 1365(3) (h)).

### **R2 Cheating**

A student shall not plagiarize (i.e., use another's thoughts, words or ideas as one's own). A student shall not provide work for another student's use or use unauthorized materials or devices. Cheating may result in no credit for an assignment as well as other disciplinary consequences.

### **R3 Explosive, Incendiary, or Poison Gas**

A student shall not use, possess, sell or distribute any destructive device, which would include a bomb, a grenade, a rocket having a propellant charge, or a missile having an explosive or incendiary charge. This includes any weapon that will, or that may be readily converted to expel a projectile by the action of an explosive or other propellant.

### **R3 Dangerous Weapon other than a Firearm or Explosive, Incendiary or Poison Gas**

A student shall not use, possess, sell or distribute a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury. Dangerous weapons include, but are not limited to laser pointers, knives, metal knuckles, pocket chains, martial arts devices, or other dangerous instruments which could be mistakenly identified as dangerous instruments.

### **R3 Firearm**

A student shall not use, handle, transmit, transport, sell, conceal, distribute or possess any weapon which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm or firearm silencer; or any machine gun. This includes but is not limited to, zip guns, starter guns and flare guns.

### **R4 Disrespect**

A student shall not demonstrate disrespect through action, attitude, or word to any school staff member, guest or other students.

### **R5 Disruption of Class**

A student shall not exhibit behavior that is deemed by the teacher or staff member in authority to be disruptive to the normal operation of the class. Such behavior includes violence, force, coercion, threat, excessive noise, passive resistance, or other disorderly conduct (e.g., setting fires, firing explosives) that causes or attempts to cause disruption or obstruction to the normal classroom operation.

### **R6 Disruption of School**

A student shall not exhibit behavior that is deemed by the teacher or staff member in authority to be disruptive to the normal operation of the school. Such behavior includes violence, force, coercion, threat, noise, passive



resistance, inciting panic, reckless horseplay or other disorderly conduct that causes or attempts to cause disruption or obstruction to the normal school operation.

## **R7 Dress Code/"Raider Wear" – (RSC Board Policy) STUDENT RAIDERWEAR DRESS CODE POLICY**

In order to promote school safety and provide a healthy and respectful educational environment, all students assigned to and attending Reynoldsburg High School shall adhere to this dress code policy. The objective of this dress code is to provide an appropriate, safe and respectful educational environment while allowing students to dress comfortably, within limits, to facilitate learning. The District expects students to maintain the type of appearance that is not distracting to students, teachers or the educational process of the schools. The final determination of a student's adherence to the dress code will be made by the school principal. Parents/guardians share equal responsibility with their child for the student's adherence to the dress code policy. Based on input received from principals, staff, students and parents, the required dress code shall consist of the following clothing:

**SCHOOL IDENTIFICATION:** School-issued IDs must be in the possession of each student while on school property or at school-sponsored events. Principals may require IDs to be exposed on a lanyard/clip.

**BOTTOMS:** Shorts, capris, skirts, and skorts must meet all the requirements below:

*Color:* Any solid color, without decal or print.

*Style:* Must be worn at the waist and cannot sag, have holes or tears. The waist is defined as the hip bone to the bottom of the rib cage.

*Fabric:* Any fabric with the exception of: blue jeans, translucent material, leather, pleather, stretch knits (Spandex), sweats, velour or wind pants material.

*Length:*

- a. Shorts, skirts, or skorts cannot be shorter than two (2) inches above the knee and cannot drag on floor.
- b. No slits in skirts shall be higher than two (2) inches above the knee.

**TOPS:** Must meet all the requirements below:

*Style:* Polos, Button-down Shirts, Mock-necks, or Turtlenecks.

- a. Must have sleeves.
- b. Polos and Button-down shirts must have either a button-down or turned-down style collar.
- c. No words/graphic designs/logos on tops except logos located on the upper left chest portion of top.

*Fabric:* Any fabric with the exception of: translucent material, leather, or pleather material.

*Buttons:* No more than top two (2) buttons unbuttoned and no more than two (2) inches below the collar bone exposed.

**TOP OUTER LAYERS:** May only be worn over a dress code compliant Top and must meet all the requirements below:

*Style:* Must be one of the following styles:

- a. Sweaters/Sweatshirts: v-neck, scoop-neck, or crew-neck.
- b. Vest/Cardigan.
- c. Suit jacket/Fleece zip jacket/Letter jacket.
- d. No words/graphic designs/logos, except logos located on the upper left chest portion of top.  
Exception to this requirement: Letter jacket.

**RAIDERSPIRIT:** Must meet all the requirements below:

1. Designated Days by Principal - RaiderSpirit may be revoked by principal.
2. Bottoms: Students must wear dress code Pants, Shorts, Capris, Skirt, or Skorts, as listed above.
3. Tops: Students may wear T-shirts or sweatshirts (No Hoodies) for RaiderSpirit as long as the T-shirt/sweatshirt meets the following criteria:
  - a. Shirt design must include the Reynoldsburg High School mascot, school logo, school name or

anything associated with a school team, club or other program that is supported by Reynoldsburg schools.

- b. Purple and/or Gold T-shirts without words or images shall be considered appropriate RaiderSpirit.
4. Theme Days: Principals may designate special Theme Days, such as College Team Spirit Day or Homecoming Spirit Week.

**ATHLETICS/CLUBS:** Athletes or club members may wear their uniform (top only) on competition days as long as the top meets the intentions of this dress code policy. Coaches and club advisers shall be responsible for obtaining principal's approval for uniform tops to be worn during school.

**THE FOLLOWING IS PROHIBITED:**

1. Leggings/jeggings/sweats/yoga pants/bottoms
2. Hoodies
3. Exposed undergarments (except t-shirt).
4. Head gear (caps, hats, sweatbands, bandanas, or scarves, etc.) inside any school building.
5. Tattered or torn clothing.
6. Sunglasses.
7. Heavy metal chains.
8. Slippers/house shoes.

**EXCEPTIONS TO THE AFOREMENTIONED DRESS CODE REQUIREMENTS SHALL BE:**

1. Students shall be permitted to wear religiously significant clothing which is part of their religious practice. Approval must be by the Principal, in advance.
2. Other exceptions may be allowed only upon the prior approval of the Principal.

**DRESS CODE VIOLATIONS:** Students who violate the Dress Code shall be subject to the following disciplinary actions:

1. The student's parents/guardians will be requested to pick up a student or bring alternative clothing for the student to wear.
2. Class time missed due to a violation of this policy will be marked as in-school suspension.
3. Repeated violations will result in other disciplinary action pursuant to the Student Code of Conduct, which may include, but not be limited to; detention, suspension, and/or expulsion.
4. The Principal will make the final decision, at the building level, if a student's attire is inappropriate or does not meet the requirements of this policy.

**R9 Extortion**

A student shall not use force or intimidation to obtain anything (e.g., privileges, property, money) from another person. This would include begging, borrowing and panhandling.

**R11 Fighting**

A student shall not strike, push or fight with another person. This includes mutual participation in an incident involving physical violence, regardless of who initiated the incident. An individual whose deliberate behavior directly leads to a fight between other parties shall be considered a participant, and may receive consequences as a result of their actions. **Students, who fight, in all probability, will receive a 10 day out of school suspension with a recommendation for expulsion. Likewise, students who fight may be arrested, handcuffed, and taken to jail with disorderly conduct or assault charges being filed against them.**

**R12 Forgery, Falsification, and Lying**

A student shall not falsely represent or attempt to falsely represent any information given to school officials or pertinent to school activities or use the name or identity of another person

**R12 False Alarms/Bomb Threats**

A student shall not make any threat (verbal, written or electronic) to bomb or use other substances or

devices for the purpose of exploding, burning, causing damage to a school building or school property, or to harm students or staff

## **R13 Gambling**

A student shall not play a game for money or other considerations. Gambling includes, but is not limited to, casual betting, betting pools, organized sports betting, and any other form of wagering. Students who bet on an activity in which they are involved may also be banned from that activity.

## **R15 Hazing**

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

## **R16 Insubordination**

A student shall comply with any reasonable instruction(s) of school staff/employees during any period of time when he or she is under the authority of such school personnel (e.g., identification of student by name when requested).

## **R18 Interference with an Investigation**

A student shall not interfere with school personnel during an investigation or apprehension. This includes failing to tell the truth, serving as a "look-out" for a person(s) violating rules, or attempting to prevent the apprehension of another person.

## **R19 Loitering**

A student shall not loiter in restrooms, hallways, or on school grounds during, or after the school day or during school activities. Students are not to be in any area of the building or ground without permission.

## **R19. Trespassing**

A student shall not enter school property before, during or after school hours without express permission of an appropriate school official.

## **R20 Misconduct on the Bus**

A student shall not behave inappropriately on school transportation. Students on a bus are under the authority of, and directly responsible to, the bus driver. The driver has the authority to enforce the established regulations for bus conduct. Disorderly conduct or refusal to submit to the authority of the driver is sufficient reason for refusing transportation services or suspending transportation services to any student once proper procedures are followed.

## **R21 Misconduct at a School Sponsored Event**

A student shall not behave inappropriately during a school sponsored event or activity. School sponsored field trips, excursions, athletic events or other activities are considered an integral part of the total school program and, as such, all school rules and student behavior codes apply to student participants and student spectators at these events. Misconduct at a school sponsored event or activity will result in disciplinary action.

## **R23 Firearm Look-a-Likes**

A student shall not use, possess, sell or distribute any item that resembles a firearm but does not have the explosive characteristics of a firearm but may use a spring loaded device or air pressure by which to propel an object or substance. This includes, but is not limited to, indistinguishable toy guns, cap guns, bb guns and pellet guns.

## **R23 Possession of Unauthorized Devices**

A student shall not bring or possess unauthorized devices that interfere with the educational process and/or safety of the school community. The administration reserves the right to hold any unauthorized device, and release the item only to the student's parent/guardian. A student bringing an unauthorized device does so at his or her own risk. **The school will not investigate lost or stolen unauthorized devices.**

## **R24 Tobacco**

A student shall not smoke, use, possess or distribute tobacco or tobacco products on school grounds or at

school-sponsored activities. A tobacco product is any product that is made from tobacco, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco or snuff. A cigarette includes clove cigarettes and hand-rolled cigarettes. Tobacco-related products, such as matches and lighters, are also prohibited. **1<sup>st</sup> offense – Out of school suspension or attendance to HABIT (Healthy Alternatives for Being Independent of Tobacco)**

## **R25 Profanity/Abusive Language**

A student shall not use profane, vulgar, abusive, obscene, or other words which under the circumstances are offensive by reasonable standards of the school district community or which disrupt normal school activities.

## **R26. Public Display of Affection/Sexual Misconduct**

A student is prohibited from demonstrating physical actions which are considered by reasonable standard of the school district community to be inappropriate for the school environment. This includes, but is not limited to, kissing and hugging, pinching, grabbing, suggestive comments or jokes, welcome or unwelcome sexual advances, requests for sexual favors or other physical or verbal communication of a sexual nature that creates an intimidating, hostile or offensive educational environment.

## **R27 Theft**

A student shall not take, receive, nor attempt to take or receive into his or her possession property of the school district or property of another student, teacher, visitor, or employee of the school district without privilege to do so. The school will make a reasonable effort to recover or obtain restitution, but is not held responsible for stolen items.

## **R28 Threatening Behavior (including Bullying, Harassment, Intimidation and Gang-related Behavior)**

A student shall not engage in any behavior which threatens or degrades another person by written, verbal, or nonverbal means. Threatening behavior is an intentional written, verbal or physical act that a student has exhibited toward another particular student, staff member or volunteer more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to the other person and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other person. This behavior is prohibited on school property or at a school-sponsored activity. (See Non-Discrimination Policy)

A student shall not wear, carry or display gang paraphernalia; exhibit behavior which symbolizes gang membership; or cause and/or participate in activities which intimidate or affect the attendance of another student. A student shall not be involved in initiations, hazing, intimidations and/or related activities of group affiliations which are likely to cause bodily danger, physical harm, and personal degradation or disgrace resulting in physical or mental harm.

## **R29 Truancy/Nonattendance**

Truancy includes, but is not limited to, leaving school without permission, being absent from school without a parent's knowledge, being absent from class without permission, obtaining a pass to go to a specified place and failing to report there, coming to school, but not attending classes, parents unable to get their student to school, or any other circumstances which would meet the definition of truancy under Ohio Law. In-school truancy occurs when a student is somewhere other than where a staff member directs or where the schedule designates. Out-of-school truancy occurs when a student leaves the designated building area or does not attend school without parental consent for the absence. Nonattendance applies to students who are 18 and over. (Board of Education Policy) **Repeated offenses may result in an OSS, Recommendation for Expulsion, and/or referral to Juvenile Court.**

## **R30. Vandalism**

A student shall not knowingly or with reckless disregard cause or attempt to cause damage to or deface school property or private, personal property including, but not limited, to buildings, grounds, equipment, materials, or computers or other technology. In accordance with state law, parent(s) may be liable for payment for the cost to repair or replace any such property damage caused by the acts of their children.

## **R31 Inappropriate Materials**

A student shall not possess, bring, transmit, conceal, sell, or offer to sell material which is considered by reasonable standards of the school community to be offensive, obscene, sexually explicit, gang related, violent, and/or pornographic

## **R32 Persistent and Expanded Behavior/Repeat Violations/Failure to Serve Consequences**

A student shall not persist in inappropriate behavior or escalate to a point of danger to self or others. Students who continually break a school rule(s) will face greater consequences. A student shall not fail to report, report on time or serve the full duration of consequences.

## **R34/R8 Alcohol/Drugs**

Students will not knowingly use, possess, sell, conceal, distribute or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, steroid, controlled substance, drug paraphernalia, look-alike drug, alcoholic beverage, or intoxicant of any kind while on school grounds during, before, or after school hours, off the school grounds at a school activity, function or event, or on school buses or rented carriers.

### **A. Suspected Use**

1st offense may include – notify parents, notify police, assign student 10 day out of school suspension, with the administrative option to reduce the suspension if the student and parent agree to attend the Saturday Family Workshop and/or have chemical abuse assessment done by a certified drug and alcohol counselor and follow their recommendations(s).

### **B. Possession or having control, use of, or evidence of use**

1st offense may include – notify parents, notify police, assign student 10 day out of school suspension, with the administrative option to reduce the suspension if the student and parent agree to attend the Saturday Family Workshop and/or have chemical abuse assessment done by a certified drug and alcohol counselor and follow their recommendations(s).

## **DISCIPLINARY CONSEQUENCES/DEFINITIONS**

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The following provides general steps for application of consequences for violations of the Code of Conduct. Individual incidents will be reviewed taking the student, the student's educational and disciplinary record, the frequency and intensity of the infraction and the context in which the infraction occurred into consideration. The administration reserves the right to exercise flexibility and individuality in interpreting and implementing the Student Code of Conduct. Any step may be waived at the administrator's discretion.

### **1. Verbal Reprimand**

### **2. Restriction of Privileges**

### **3. Alternative Education Placements** – The suspension of the student's normal instructional activities by the Superintendent or academy principal due to discipline reasons.

The student attends school but is assigned a special placement that allows him/her to do school work but not specifically address the behavior that resulted in the discipline.

The student attends a special class, program, or building that specifically addresses the behavior(s) that resulted in discipline. This may occur within or outside the district. Some alternative education placements outside the district are governed by the Code of Conduct of the referring school and the policy of the Reynoldsburg City Schools.

### **4. Removal from Activity**

### **5. Parent Contact**

### **6. Restitution**

### **7. Emergency Removal from School or School Activity** – If a student's presence in school or at a school activity poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process taking place either within a classroom or elsewhere on the school premises, the Superintendent or an academy principal may remove a student from curricular activities or from the school premises, and a teacher may remove a student from curricular activities under the teacher's supervision, without the notice

and hearing requirements for out-of-school suspension.

8. **Out of School Suspension** – The denial of attendance at school and the suspension of the student's normal instructional activities by the Superintendent or academy principal due to discipline reasons. Suspension from school shall not exceed 10 days for each occurrence. During the suspension, students are not permitted on school grounds or at school functions throughout the district without permission from the academy principal or designee. Students can make up work from their suspension for 100% credit.

**Appeal** – If the student or the parent/guardian chooses to appeal a suspension to the Superintendent or his designee, he/she must do so within 10 days of the notice of suspension. The student or the parent/guardian has a right to be represented at such a hearing. The student or the parent/guardian may appeal the Superintendent's decision to the Board of Education and has a right to be represented at such a hearing. Under State Law, appeal of the Board's decision may be made to the Court of Common Pleas.

9. **Recommendation to Superintendent for Expulsion** – The involuntary removal of a student from school by the Superintendent. The Superintendent may expel a student from school for a period of 80 school days or up to one (1) calendar year, depending on the severity of the infraction. The student may not take part in any school activity or be on school property without permission of the academy principal or designee. Within one week prior to returning to school, the student and the parent must schedule a reenrollment conference with his/her grade level administrator.

## Other Disciplinary Interventions

10. **Community Service**
11. **Parent Shadowing**
12. **Notification of Civil Authorities**
13. **Court Citation**
14. **Other Alternative comparable, acceptable and fair consequences** (e.g., withholding grades and transcripts for a student who owes money)

## DRUGS & ALCOHOL

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School activities, functions, events, grounds, classes, and instruction are to be completely free of controlled substances and alcohol. Therefore, the following student conduct is prohibited:

1. The use, possession, purchase, transmission, or sale of any alcohol or controlled substance during school, on school grounds, or at a school sponsored function and/or activity, or on school – owned or provided transportation is prohibited.
2. A student is prohibited from consuming/ingesting beer, intoxicating liquor, prescription drugs and/or controlled substance on or off school property during any calendar day when after such consumption/ingestion a student attends school or school function and/or activity, or is on school – owned or provided transportation, or is on school grounds during that same calendar day.
3. Furthermore, a student is prohibited from attending school, a school sponsored function and/or activity or being on school grounds or on school – owned or provided transportation having used alcohol or a controlled substance prior to such presence or attendance and exhibiting, manifesting or reflecting any symptoms, sign, evidence, or manifestation of such use or consumption of alcohol or a controlled substance, including but not limited to: smell of alcohol or chemical, reddened eyes, or any other sign or condition which a reasonable person would associate with the use or consumption of alcohol or controlled substance.

Reynoldsburg High School recognizes its responsibility to inform and involve the appropriate law enforcement officials of violations by adhering to the relevant provisions of the Reynoldsburg High School Student Code of Conduct.

### Student self-referral to drug/alcohol involvement

If a student seeks assistance for dealing with a drug or alcohol problem by self-referral to an administrator, guidance counselor, or school social worker and agrees to participate in and follow all recommendations, there shall be NO violation of the drug and alcohol policy. Refusal or failure to follow through with any recommendations made will place the students' status in school in jeopardy.

## Students suspected of alcohol/drug involvement due to their inappropriate behavior

1. All school staff members are expected to refer to the school social worker and building administrator:
  - A. Any student who they witness in violation of #8 of the Student Code of Conduct
  - B. Any student who exhibits a definite and repeated pattern of unacceptable school performance which does not respond to usual and customary attempts to correct it
  - C. Any student exhibiting signs, symptoms, or indications of an alcohol or drug related problem
  - D. Any student whose self-disclosed alcohol/drug-related behavior places them or others at risk or in imminent danger
2. Students who are suspected of being involved with alcohol and/or drugs will be confronted in a constructive manner by a school counselor, building administrator, or School social worker member with an emphasis on referring the student and his or her family to the appropriate outside agency. The appropriate school personnel should notify parents when a child manifests unusual behavior within the school setting. The behaviors may include but are not limited to:
  - A. Excessive tardiness or absenteeism
  - B. A drop in the quality of class performance
  - C. Regularly sleeping in class
  - D. Significant changes in behavior and attitude on a day-to-day basis
  - E. Negative changes in physical appearance
  - F. Incoherence in responses
  - G. Open conversation about alcohol/drug use
  - H. Other behavior unusual for a particular student

## Family Educational Rights and Privacy Act (FERPA)

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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 academy principal a written request that identifies the record(s) they wish to inspect. The principal 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 Reynoldsburg City 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 academy principal, clearly identify 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:

1. a person duly elected to the Board;
2. a person certificated by the State and appointed by the Board to an administrative or supervisory position;
3. a person certificated by the State and under contract to the Board as an instructor;
4. a person employed by the Board as a support staff member (including, but not limited to, health, medical, and law enforcement personnel);
5. a person employed by the Board as a temporary substitute for administrative, supervisory or teaching personnel for the period of his/her performance as a substitute;

6. a person or company with whom the Board has contracted to perform special tasks or provide educational services (including an attorney, auditor, consultant, or therapist); or
7. a parent or student serving on an official committee, such 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 including:

1. perform an administrative task required in the school employee's position description approved by the Board;
2. perform a supervisory or instructional task directly related to the student's education; or
3. perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid.

Upon request, the District discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

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. 20202-4605



## GRIEVANCES & COMPLAINTS

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It is in the sincere desire of the Reynoldsburg City Schools to resolve all problems, regardless of their nature as fairly, equitably, and confidentially as possible. It is the intent of this Complaint Procedure to provide a due process mechanism by which the complainant and the school can resolve problems of concern. The suggested steps of the procedures are as follows:

1. **Initial Contact – Teacher or Staff Member:** As a general rule, complaints should first be discussed with the staff member involved. If the complainant is not satisfied with the solution offered at this Initial Contact Level, the complainant may appeal to the Intermediate Level (if appropriate) or academy principals.
2. **Intermediate Level (if appropriate) – Guidance Counselor or Teacher Leader:** If the complaint is unresolved at the Initial Contact Level and the problem is of a very personal nature, the complainant should discuss the situation with the academy guidance counselor or the academy teacher leader. If the complainant is not satisfied with the solution offered at this level, he or she may appeal to the academy principal.
3. **Building Level – Academy Principal:** The academy principal will hear the complainant's views on the problem and will gather all facts and information concerning the problem. The academy principal will make a solution to the problem. If the complainant is not satisfied with the solution offered at this level, the complainant may appeal to the Superintendent.
4. **Central Office Level – Superintendent:** The Superintendent or designee will hear the complainant's views on the problem and will gather all facts and information concerning the problem. The Superintendent will make a solution to the problem if the complainant is not satisfied with the solution offered at this level, the complainant may appeal to the Board of Education.
5. **District Level – Board of Education:** Any complainant desirous of being heard before the Board must state his or her case in writing and submit the written communication to the Treasurer at least one (1) week prior to the next meeting of the Board. The Treasurer shall send a copy of the communication to the President of the Board of Education. The Board of Education will hear the complainant's views on the problem and will gather all facts and information concerning the problem. A decision will be rendered by the Board of Education concerning said complainant's problem. (Board of Education Policy)

## HARASSMENT, INTIMIDATION, AND BULLYING

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Harassment, intimidation, and bullying of students in the school environment can substantially interfere with their ability to learn, perform, and feel safe. Therefore, any conduct, communication, activity, or practice that occurs at any time, on school property or during any school sponsored event and at the times, and/or places set forth in the Code of Student Conduct, that constitutes harassment, intimidation, or bullying involving students shall be strictly prohibited. Students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. Further, any such conduct, communication, activity, or practice should be immediately reported to the academy principal or other responsible school employee. All reports of harassment not covered by this policy shall be investigated in accordance with the policies applicable to the particular harassment.

To address the existence of harassment, intimidation, or bullying in the schools, the following procedures shall be followed:

- A. Students must report acts of harassment, intimidation, or bullying to teachers, district employees, and/or school administrators;
- B. The parents or guardians of students should file written reports of suspected harassment, intimidation, or bullying with the academy principal or other appropriate administrator;
- C. Teachers and other school staff who witness acts of harassment, intimidation, or bullying or receive student reports of harassment, intimidation, or bullying shall notify school administrators;
- D. School administrators shall investigate and document any written or oral reports;
- E. School administrators shall notify both the parents of a student who commits acts of harassment, intimidation, or bullying and the parents or guardians of students against whom such acts were committed, and to allow access to any written reports pertaining to the incident, to the extent permitted by O.R.C. §3319.321 and the Family Educational Rights and Privacy Act.

## **Definition of Harassment, Intimidation, or Bullying**

Bullying, harassment and intimidation is an intentional written, verbal or physical act that a student has exhibited toward another particular student, staff member or volunteer more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to the other person and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other person. This behavior is prohibited on school property or at a school-sponsored activity.

Harassment, intimidation, or bullying can include many different behaviors. Examples of conduct that could constitute prohibited behaviors include, but are not limited to:

1. physical violence and/or attacks;
2. threats, taunts and intimidation through words and/or gestures;
3. extortion, damage or stealing of money and/or possessions;
4. exclusion from the peer group or spreading rumors;
5. repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other web-based/online sites (also known as "cyber bullying"), such as the following:
  - A. posting slurs on web sites, social networking sites, blogs or personal online journals;
  - B. sending abusive or threatening e-mails, web site postings or comments and instant messages;
  - C. using camera phones to take embarrassing photographs or videos of students and/or distributing or posting the photos or videos online and
  - D. using web sites, social networking sites, blogs or personal online journals, e-mails or instant messages to circulate gossip and rumors to other students.
6. excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

In evaluating whether conduct constitutes hazing or bullying, special attention is paid to the words chosen or the actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim and the motivation, either admitted or appropriately inferred.

## **Conduct Constituting Harassment, Intimidation, or Bullying**

Such conduct can take many forms and can include many different behaviors having overt intent to ridicule, humiliate or intimidate another student. Examples of such conduct include, but are not limited to:

- A. Physical violence and/or attacks.
- B. Taunts, name-calling, and put-downs.
- C. Threats and intimidation (through words and/or gestures).
- D. Extortion or stealing of money and/or possessions.
- E. Exclusion from the peer group or spreading rumors.
- F. Repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other Web-based/online sites (also known as "cyber bullying"), such as the following:
  - Posting slurs on Web sites where students congregate on Web logs (personal online journals or diaries);
  - Sending abusive or threatening instant messages;
  - Using camera phones to take embarrassing photographs of students and posting them online;
  - Using Web sites to circulate gossip and rumors to other students; and
  - Excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

## **Complaint Process**

- A. **Formal Complaints**

Students, parents or guardians and school personnel may file reports regarding suspected hazing, harassment, intimidation, bullying and/or dating violence. The reports should be written. Such written reports must be reasonably specific including person(s) involved; number of times and places of the alleged conduct; the target of suspected harassment, intimidation and/or bullying and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator. They are promptly forwarded to the building principal/designee for review and action.

**B. Informal Complaints**

Students, parents or guardians and school personnel may make informal complaints of conduct that they consider to be harassment, intimidation and/or bullying by verbal report to a teacher, school administrator or other school personnel. Such informal complaints must be reasonably specific as to the actions giving rise to the suspicion of hazing, harassment, intimidation and/or bullying, including person(s) involved, number of times and places of the alleged conduct, the target of the prohibited behavior(s) and the names of any potential student or staff witness. The school staff member or administrator who receives the informal complaint promptly documents the complaint in writing, including the above information. This written report by the school staff member and/or administrator is promptly forwarded to the building principal/designee for review and action.

**C. Anonymous Complaints**

Students, parents or guardians and school personnel who make informal complaints as set forth above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. The anonymous 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 of hazing, bullying and/or dating violence.

## Intervention Strategies

**A. Teachers and Other School Staff**

In addition to addressing both informal and formal complaints, school personnel are encouraged to address the issue of hazing, bullying and/or dating violence in other interactions with students.

School personnel may find opportunities to educate students about harassment, hazing, intimidation and bullying and help eliminate such prohibited behaviors through class discussions, counseling and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the 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.

**B. Administrator Responsibilities**

**1. Investigation**

The principal/designee is notified of any formal or informal complaint of suspected harassment, hazing, intimidation or bullying. Under the direction of the building principal/designee, all such complaints are investigated promptly. A written report of the investigation is prepared when the investigation is complete. The report includes findings of fact, a determination of whether acts of hazing, bullying and/or dating violence were verified, and when prohibited acts are verified, a recommendation for intervention, including disciplinary action, is included in the report. Where appropriate, written witness statements are attached to the report.

Notwithstanding the foregoing, when a student, parent, guardian or school employee/volunteer making an informal complaint has requested anonymity, the investigation of such complaint is limited as is appropriate in view of the anonymity of the complaint. Such limitation of the investigation may include restricting action to a simple review of the complaint (with or without discussing it with the alleged perpetrator), subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

## 2. **Non-disciplinary Interventions**

When verified 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 harassing, hazing, intimidating and/or bullying.

If a complaint arises out of conflict between students or groups of students, peer mediation may be considered. Special care, however, is warranted in referring some cases to peer mediation. A power imbalance may make the process intimidating for the victim and therefore inappropriate. The victim's communication and assertiveness skills may be low and could be further eroded by fear resulting from past intimidation and fear of future intimidation. In such cases, the victim should be given additional support. Alternatively, peer mediation may be deemed inappropriate to address the concern.

## 3. **Disciplinary Interventions**

When acts of harassment, intimidation and bullying are verified and a disciplinary response 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 suspension 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 of Education, a committee of the Board or an impartial hearing officer designated by the Board of Education in accordance with Board policy. This consequence is reserved for serious incidents of harassment, intimidation or bullying and/or 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.

### **Report to the Parent or Guardian of the Perpetrator**

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

Strategies are developed and implemented to protect students from additional harassment, intimidation or bullying, and from retaliation following reporting of incidents.

### **Reports to the Victim and/or His/Her Parent or Guardian**

If, after investigation, acts of bullying or hazing against a specific student are verified, the building principal/designee notifies the victim and/or the parent/guardian of the victim of the finding. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator.

Bullying matters, including the identity of both the charging party and the accused, are kept confidential to the extent possible. Although discipline may be imposed against the accused upon a finding of guilt, retaliation is prohibited.

School administrators shall notify both the parents of a student who commits acts of harassment, intimidation, bullying and/or dating violence and victim and/or the parents or guardians of students against whom such acts were committed, and shall allow access to any written reports pertaining to the incident, to the extent permitted by law.

### **Police and Child Protective Services**

In addition to, or instead of, filing a complaint through this policy, a complainant may choose to exercise other options including, but not limited to, filing a complaint with outside agencies or filing a private lawsuit. Nothing prohibits a complainant from seeking redress under any other provision of the Ohio Revised Code or common law that may apply.

# Reynoldsburg City Schools



The District must also investigate incidents of hazing, bullying and/or dating violence for the purpose of determining whether there has been a violation of District policy or regulations, even if law enforcement and/or the public children's services are also investigating.

All District personnel must cooperate with investigations by outside agencies.

This policy shall appear in student handbooks, and in the publications that set forth the comprehensive rules, procedures, and standards of conduct for schools and students in the district. Information regarding the policy shall be incorporated into employee training materials.

Orientation sessions for students shall introduce the elements of this policy and procedure. Students will be provided with age-appropriate information on the recognition and prevention of harassment, intimidation, or bullying and their rights and responsibilities under this and other district policies, procedures, and rules at student orientation sessions and on other appropriate occasions.

A school district employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with a policy adopted pursuant to this section if that person reports an incident of harassment, intimidation, or bullying promptly in good faith and in compliance with the procedures as specified in the policy.

The district administration will semi-annually provide the president of the Board a written summary of all reported incidents and post the summary on the district's website to the extent permitted by state and federal student privacy laws. (Board of Education Policy JFCF, JFCF-R, adopted March 20, 2012)

## **SEARCH & SEIZURE**

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The District has responsibility for the control and management of students during the school day and hours of approved extracurricular activities. While discharging its responsibility, the administration is to make an effort to protect each student's rights with respect to interrogations by law enforcement officials. The administration has developed regulations to be followed in the case of searches and interrogations.

The right to inspect students' school lockers or articles carried upon their persons and to interrogate an individual student is inherent in the authority granted school boards. All searches are conducted sparingly and only when such search is reasonably likely to produce tangible results to preserve discipline and good order and the safety and security of persons and their property within the area of the school's responsibility.

Student lockers are the property of the District, and since random searches have a positive impact on reducing drugs and other criminal activity, it is the policy of the Board to permit the building administrator or designee to search any locker and its contents as the administrator believes necessary. Such notice will be posted at or near the entrance to the school grounds and at the main entrance to each school building. Motor vehicles driven by students and parked on school property can also be subject to random searches.

The Board directs the Superintendent to authorize the use of dogs trained in detecting the presence of drugs, firearms and explosive devices. The dogs may be used to patrol the school facilities and grounds, including the lockers and parking areas. Use of dogs may be unannounced and random. If a trained canine alerts to a particular vehicle, locker or other container, it shall create reasonable suspicion to search that vehicle, locker or container in accordance with this policy. (Board of Education Policy JFG-R, adopted March 20, 2012)

## **ANNUAL NOTICE REQUIREMENT TO PARENTS OF THE DISTRICT'S RESTRAINT AND SECLUSION POLICIES AND PROCEDURES**

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The District's policy and Administrative Guidelines on Positive Behavioral Interventions and Supports (Restraint and Seclusion) are on the District's website. They can be located at: <http://www.reyn.org/Policies.aspx>

## STUDENT SERVICES & ACTIVITIES

### ATHLETIC CALENDAR

The calendar for athletic events can be found at <http://www.reynoldsburg RAIDERS.org>.

### ATHLETIC ELIGIBILITY

**Students should NOT change their course schedule or drop a course without first consulting their guidance counselor, coach, or athletic administrator to determine whether it will affect their eligibility!**

Eligibility for each grading period is determined by grades received in the preceding grading period. Semester grades and yearly grades have no effect on eligibility.

To be eligible for athletics at Reynoldsburg High School, a student must receive passing grades in a minimum of five (5) one credit courses (or equivalent in the case of a double blocked class), with a minimum GPA.

For eligibility purposes, summer school grades may not be used to substitute for failing grades received in the final grading period of the regular school year OR for lack of enough courses taken the preceding grading period. (See Athletic Code of Conduct for greater detailed information)

### ATHLETIC PARTICIPATION

The purpose of interscholastic athletics is to teach discipline, skills, teamwork, self-sacrifice, and to build character. With this purpose in mind, Reynoldsburg High School offers a wide variety of athletic competition for young men and women. Reynoldsburg High School offers the following interscholastic athletics:

BOYS		GIRLS	
Baseball	Soccer	Basketball	Swimming
Basketball	Swimming	Bowling	Tennis
Bowling	Tennis	Cheerleading	Track & Field
Cross Country	Track & Field	Cross Country	Volleyball
Football	Wrestling	Soccer	Softball
Golf			

### CAREER CENTER

Students may choose to attend either Eastland or Fairfield Career Centers to work toward a vocational certificate. A student attending a career center will earn both a vocational certificate and high school diploma. Opportunities are available to complete college preparatory courses and participate in post-secondary options while attending a career center. Students meeting eligibility requirements may take advantage of the delayed entry program first semester, which allows them to begin their program at a career center after the school year has started. Students interested in learning more about the wide variety of vocational career opportunities available at the career centers should contact their academy guidance counselor.

### CONDUCT AT EXTRA-CURRICULAR ACTIVITIES

Students attending contests involving Reynoldsburg High School teams are expected to follow the OCC guidelines for member schools. This includes no signs in the gym or on the field during a contest, and neither noisemakers in the stands nor the use of confetti by any cheerleader or spectator. The school's administration encourages our students to cheer for our athletic teams, not against our opponents. *BOOING is prohibited.* Persons failing to abide by those rules may be asked to leave the event and may not be permitted to attend other events. In addition to possible removal, students in violation of any league rules may be subject to disciplinary action upon their return to school following the event in question. The Student Code of Conduct is in effect for all school related events.

## **ID AT REYNOLDSBURG HOME EVENTS**

Reynoldsburg students must present their student ID to gain admission into home Reynoldsburg athletic events.

## **NATIONAL HONOR SOCIETY**

All students become eligible at the end of their sophomore and junior year for membership into the prestigious National Honor Society based upon their scholastic achievement. To be eligible, students must have a minimum of a 3.5 GPA cumulative grade point average. A faculty committee evaluates eligible students in the areas of leadership, service, and character. This committee makes the final decision for selection into the society.

Service –Anything done without payment of any kind to benefit other people in the community, i.e. school, city, church, etc. 100 Service points are needed to be considered for admission. Service will be rated based on the following point scale:

- A. Service outside the school day – 2pts/hr
- B. Service inside the school day – 1pt/hr
  - Up to 40 points can be accrued from category B
  - Remaining points (60+) must come from category A

Character – No substantiated incidents of breaking school or community rules/laws. Examples include but are not limited to: cheating, fighting, out-of-school-suspension, truancy, etc.

Leadership – Two leadership positions and one verifiable accomplishment for each position. Examples include but are not limited to: team captain, club officer, committee chairperson, etc. Examples of accomplishments include but are not limited to: raised funds, increased membership, ran monthly meetings, etc.

Scholarship – Minimum 3.5 cumulative GPA. May apply at the end of the sophomore and junior year.

## **STUDENT ACTIVITIES**

Reynoldsburg High School offers a variety of extracurricular activities. Activities outside the classroom support the academic program by providing opportunities for students to get to know one another and by allowing students to do things they might not otherwise have the chance to do. Students are invited and encouraged to participate in these activities. Student initiatives are important to the climate at RHS. Students are welcome to share new ideas for programs and activities with the administration and staff.