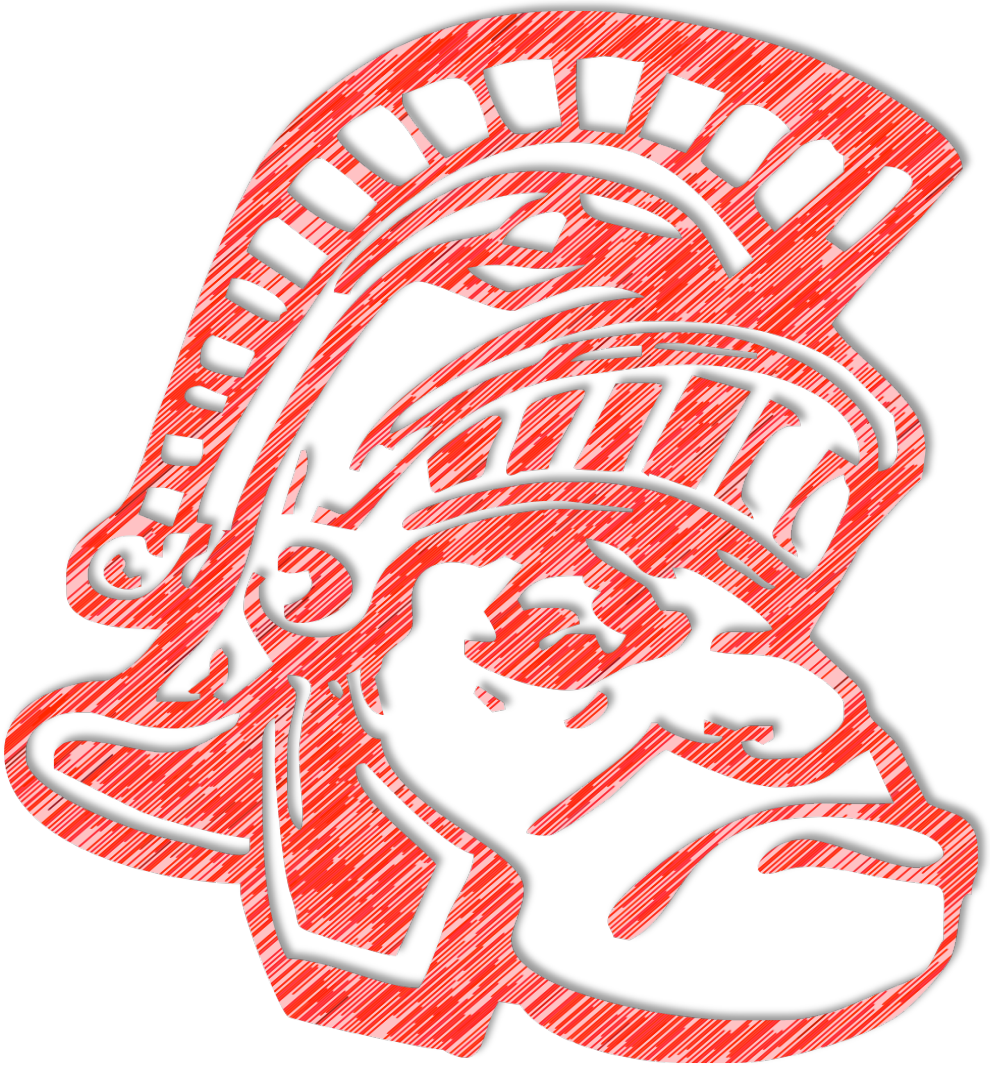
Pleasant High School

2026 – 2027 Student Handbook



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NOTE:	This Student/Parent Handbook is based in significant part on policies adopted by the Board of Education and Administrative Guidelines developed by the Superintendent. Those Board Policies and Administrative Guidelines are incorporated by reference into the provisions of this Handbook. The Policies and Administrative Guidelines are periodically updated in response to changes in the law and other circumstances. Therefore there may have been changed to the documents reviewed in this Handbook since it was printed in_____. If you have questions or would like more information about a specific issue or document, contact your school principal or _____, or access the document on the District's website:_____by clicking on "_____" and finding the specific policy or administrative guideline in the Table of Contents for that section.

PLEASANT HIGH SCHOOL

Student/Parent Handbook

Welcome to Pleasant High School. The *staff and I are pleased to have you as a student and will do our best to help make your experience here as enjoyable and successful as you wish to make it. To help provide a safe and productive learning environment for students, staff, parents and visitors, the Board of Education publishes this updated Student/Parent Handbook annually to explain students' rights, responsibilities and consequences for misbehavior.*

Parents are encouraged to take a few minutes to review and discuss the information in this Handbook with their school-age children. Teachers will also review this Handbook with students at the beginning of the school year.

Thank you for taking the time to become familiar with the important information in this Handbook. If you have any questions, please contact the *principal.*

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[ ] Adopted by the Board of Education on 8/2026
[ ] Student Code of Conduct (including Student Discipline Code) adopted by the Board of Education on 8/2026.

FOREWORD

The Pleasant Local School Student Handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain Board policies and procedures. Please take time to become familiar with the important information contained in this Handbook and keep the Handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this Handbook, you are encouraged to talk to your teachers or the building principal. This Handbook replaces all prior handbooks and other written material on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the
school's rules as of _____8/2026_____. If any of the policies or administrative guidelines referenced herein is revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available from the building principal and on the District's web site.

MISSION STATEMENT

Pleasant Local Schools is committed to Unleashing the Potential of all Community Members. Our Spartan Strong Culture is fundamental to all previous, current, and future success!

SPARTAN STRONG CORE VALUES

- Serve and Empower Others
- Driven by Purpose and Vision
- Act with a Positive Mindset

ALMA MATER

Red and Black to thee we sing;
Our praises to your halls we bring
We shall long remember thee,
Our golden youth so young and free,
Memories of High School days,
Our Alma Mater song we raise.
Golden days at Pleasant High;
We sing your praises to the sky.

FIGHT SONG

Fight, fight on for Pleasant High
Our Song goes out to thee
Oh, red and black our colors fly
We'll fight for victory
Our team will fight forever more
Our Spartans brave and bold
Get in tonight and win that fight
Our honor to uphold.

EQUAL EDUCATION OPPORTUNITY

Pleasant Local Schools provides an equal educational opportunity for all students.

Any person who believes that s/he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the Pleasant Local School District's Compliance Officer(s):

Tom
McDonnell
Superintendent
740-389-4476

Complaints will be investigated in accordance with the procedures described on page(s) 53 of this Handbook. Any student making a complaint or participating in a school investigation will be protected from retaliation. The Compliance Officer(s) can provide additional information concerning equal access to educational opportunity (Board Policy 2260).

SCHOOL DAY

Office Hours are 7:00 a.m. – 3:30 p.m.
Classes begin at 7:30 a.m. and conclude at 2:15 p.m. (Doors open at 7:05 a.m.) Tardy bell rings at 7:27.

STUDENT RESPONSIBILITIES

The School's rules and procedures are designed to allow students to be educated in a safe and orderly environment. All students are expected to follow staff members' directions and to obey all school rules.

Students must arrive at school on time, prepared to learn and participate. If, for some reason, this is not possible, the student should seek help from the principal.

- Adult students (age 18 or older) must follow all school rules.
- If residing at home, adult students are encouraged to include their parents in their educational program.

ACADEMIC INTEGRITY

Presenting someone else's work as your own in order to obtain a grade or credit is cheating. This includes, but is not limited to, copying other's assignments, quiz or test answers, AI, and plagiarism. In addition, this includes providing work or answers to another for them to use. Students who violate this policy will receive zero credit for those assignments and possible disciplinary action.

Responsibilities:

Administration

1. Ensure the policy is clearly communicated to all teachers, students and parents.
2. Consistently enforce the policies with all students at all times.

Teachers

1. Inform students of the academic integrity expectations in each class.
2. Provide an atmosphere in the classroom that reduces the ability of students to violate the policy.
3. Consistently apply the policies with all students at all times.

Students

1. Students are expected to behave as honest and responsible members of the academic community.
2. Students should not help others violate the standards of academic integrity.
3. Prepare sufficiently for all assignments and assessments.
4. Accept responsibility for what you know and don't know.

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and whenever concerns arise. Many times, it will be the responsibility of the student to deliver the information. The School, however, may use the mail or hand delivery when appropriate. Parents have the option of receiving communication from the School via e-mail and/or facsimile by filling out the appropriate form available in the school's main office. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals (Board Policy 5500).

STUDENT WELL BEING

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of a terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, s/he must notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed and signed by a parent or guardian on file in the main office.

Students with specific health care needs should deliver written notice about such needs, along with physician documentation, to the main office (Board Policy 3213 and 4213).

INJURY AND ILLNESS

All injuries must be reported to a teacher or the office. If the injuries are minor, the student will be treated and may return to class. If medical attention is required, the office will follow the School's emergency procedures and attempt

to contact the student's parents.

A student who becomes ill during the school day should request permission to go to the office. An appropriate adult in the office will determine whether the student should remain in school or go home. No student will be released from school without proper parental permission (Board Policy 5340).

SECTION I - GENERAL INFORMATION

ENROLLING IN THE SCHOOL

In general, State law requires students to enroll in the school district in which their parent or legal guardian reside.

- Unless enrolling under the District's open enrollment policy.
- Unless enrolling and paying tuition.

New students under the age of 18 must be enrolled by their parent or legal guardian. When enrolling, parents must provide copies of the following:

A. A birth certificate or similar document
B. Court papers allocating parental rights and responsibilities, or custody (if appropriate)
C. Proof of residency
D. Proof of immunizations

Under certain circumstances, temporary enrollment may be permitted. In such cases, parents will be notified about documentation required to establish permanent enrollment.

Students enrolling from another school must have an official transcript from their previous school in order to have credits transferred. The Guidance Counselor will assist in obtaining the transcript, if not presented at the time of enrollment.

Homeless students who meet the Federal definition of homeless may enroll and will be under the District Liaison Homeless Children with regard to enrollment procedures.

New students 18 years of age or older are not required to be accompanied by a parent when enrolling. When residing with a parent, these students are encouraged to include the parents in the enrollment process. When conducting themselves in school, adult students have the responsibilities of both student and parent.

In addition, if a new student resides in the District with a grandparent and is the subject of a: (1) power of attorney designating the grandparent as the attorney-if-fact; or (2) a caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress, the student's grandparent may enroll the child in school on a tuition-free basis. However, in addition to the above-referenced documents that are typically required for enrollment, the grandparent must provide the District with a duly executed and notarized copy of a power of attorney or caretaker authorization affidavit.

A student suspended or expelled by another public school in Ohio may be temporarily denied admission to the District's schools during the period of suspension or expulsion even if that student would otherwise be entitled to attend school in the District. Likewise, a student expelled or otherwise removed for disciplinary purposes from a public school in another state and the period of expulsion or removal has not expired may be temporarily denied admission to the District's schools during the period of expulsion or removal or until the expiration of the period of expulsion or removal which the student would have received in the District had the student committed the offense while enrolled in the District. Prior to denying admission, however, the Superintendent shall offer the student an opportunity for a hearing to review the circumstances of the suspension or expulsion and any other factors the Superintendent determines to be relevant.

If a student has been recently discharged or released from the custody of the Department of Children Services (DCS) and is seeking admittance or re-admittance into the District, the student will not be admitted until the following records, which are required to be released by DCS to the Superintendent, have been received:

A. An updated copy of the student's transcript;
B. A report of the student's behavior while in DCS custody;
C. The student's current IEP, if one has been developed for the child; and
D. A summary of the instructional record of the child's behavior.

Foreign students and foreign-exchange students (from recognized and approved student programs) are eligible for admission on the same basis as other non-resident students (Board Policy 5111).

WITHDRAWAL/TRANSFER FROM SCHOOL

No student under the age of eighteen (18) is allowed to withdraw from school without the written consent of his/her parents and in compliance with State law. A student who otherwise withdraws from school without moving out of State, transferring to another approved school, being granted an age and schooling certificate, or enrolling in and attending an approved program, shall be reported to the juvenile judge of the county and to the Bureau of Motor Vehicles for suspension of their driver's license, if s/he is under the age of 18.

Parents must notify the Guidance Counselor's office about plans to transfer their child to another school. All books and materials must be returned to the school, and all bills must be paid. School records, including disciplinary records of suspension and expulsion, will be transferred to the new school within 14 days of the parents' notice or request (Board Policy 5130).

IMMUNIZATIONS

Students must be current with all immunizations required by law or have an authorized exemption from State immunization requirements. Kindergarten students must be immunized against Hepatitis B and chicken pox. For the safety of all students, the school principal may remove a student from school or establish a deadline for meeting State requirements if a student does not have the necessary immunizations or authorized exemption. In the event of a chicken pox epidemic, the Superintendent may temporarily deny admission to a student otherwise exempted from the chicken pox immunization requirement. Any questions about immunizations or exemptions should be directed to the School Health Consultant at 740-389-4815 (Board Policy 5320.

	Ohio School Immunization Requirement Details
DTaP Diphtheria, Tetanus, Pertussis	Grades K-12 Four or more doses of DTaP or DT vaccine, or any combination. If all four doses were given before the fourth birthday, a fifth dose is required. If the fourth dose was administered at least six months after the third dose, and on or after the fourth birthday, a fifth dose is not required. Recommended DTaP or DT minimum intervals for kindergarten students are four weeks between the first and second doses, and the second and third doses; and six months between the third and fourth doses and the fourth and fifth doses. If a fifth dose is administered prior to the fourth birthday, a sixth dose is recommended but not required.
Hep B Hepatitis B	K-12 Three doses of hepatitis B vaccine. The second dose must be administered at least 28 days after the first dose. The third dose must be given at least 16 weeks after the first dose and at least eight weeks after the second dose. The last dose in the series (third or fourth dose) must not be administered before age 24 weeks.
MMR Measles, Mumps, Rubella	K-12 Two doses of MMR vaccine. The first dose must be administered on or after the first birthday. The second dose must be administered at least 28 days after the first dose.
Polio	Polio Grades K-12 Three or more doses of IPV vaccine. The FINAL dose must be administered on or after the fourth birthday with at least six months between the final and previous dose, regardless of the number of previous doses. If any combination of IPV and OPV was received, four doses of either vaccine are required. Only trivalent OPV (tOPV) counts toward the U.S. vaccination requirements. Doses of OPV administered before April 1, 2016, should be counted (unless specifically noted as administered during a campaign). Doses of OPV administered on or after April 1, 2016, should not be counted.
Varicella (Chickenpox)	Grades K-12 Two doses of varicella vaccine must be administered prior to entry. The first dose must be administered on or after the first birthday. The second dose should be administered at least three months after the first dose; however, if the second dose is administered at least 28 days after the first dose, it is considered valid.
Tdap Tetanus, Diphtheria, Pertussis	Tdap Tetanus, Diphtheria, Pertussis Grades 7-12 One dose of Tdap vaccine must be administered on or after the tenth birthday. Tdap can be given regardless of the interval since the last tetanus or diphtheria-toxoid containing vaccine. Children aged seven years or older with an incomplete history of DTaP should be given Tdap as the first dose in the catch-up series. If the series began at age seven to nine years, the fourth dose must be a Tdap given at age 11-12 years. If the third dose of Tdap is given at age 10 years, no additional dose is needed at age 11-12 years.
Meningococcal ACWY	Meningococcal ACWY Grades 7-11 One dose of meningococcal (serogroup A, C, W, and Y) vaccine must be administered on or after the 10th birthday. Grade 12 Two doses of meningococcal (serogroup A, C, W, and Y) vaccine. Second dose on or after age 16 years. If the first dose was given on or after the 16th birthday, only one dose is required

Notes:

- Vaccine should be administered according to the most recent version of the *Recommended Immunization Schedule for Children and Adolescents Aged 18 Years or Younger or the Catch-up Immunization Schedule for Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind*, as published by the Advisory Committee on Immunization Practices. Schedules are available for print or download at Cdc.gov

- Vaccine doses administered – 4 days before the minimum interval or age are valid (grace period). Doses administered – 5 days earlier than the minimum interval or age are not valid doses and should be repeated as age-appropriate. If MMR and Varicella are not given on the same day, the doses must be separated by at least 28 days with no grace period.

- For additional information, please refer to the Ohio Revised Code 3313.67 and 3313.671 for School Attendance and the ODH Director's Journal Entry (available at www.odh.ohio.gov, Immunization: Required Vaccines for Childcare and School). These documents list required and recommended immunizations and indicate exemptions to immunizations.

- Please contact the Ohio Department of Health Immunization Program at (800) 282-0546 or (614) 466-4643 with questions or concerns.

*Recommended DTaP or DT minimum intervals for kindergarten students four (4) weeks between doses 1-2 and 2-3; six (6) month minimum intervals between doses 3-4 and 4-5. If a fifth dose is administered prior to the 4th birthday, a sixth dose is recommended but not required.

**Pupils who received one dose of Tdap as part of the initial series are not required to receive another dose. Tdap can be given regardless of the interval since the last Tetanus or diphtheria toxoid containing vaccine. DTaP given to patients' age 7 or older can be counted as valid for the one-tie Tdap dose.

***The final polio dose in the IPV series must be administered at age 4 or older with at least six months between the final and previous dose.

****Recommended MCV4 minimum interval of at least eight (8) weeks between dose one (1) and dose two (2). If the first (1st) dose of MCV4 was administered on or after the 16th birthday, a second (2nd) dose is not required.
If pupil is in the 12th grade and is 15 years of age or younger only 1 dose is required. Currently there are no school entry requirements for meningococcal B vaccine.

ODH Immunization 11/23

EMERGENCY MEDICAL AUTHORIZATION

A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities. The Emergency Medical Authorization form is provided at the time of enrollment and at the beginning of each school year (Board Policy 5341)

USE OF MEDICATIONS

Students who must take prescribed medication during the school day, must comply with the following guidelines:

A. Parents should, determine with the counsel of their child's prescriber whether the medication schedule can be adjusted to avoid administering medication during school hours.

B. The appropriate form must be filed with the respective building principal before the student will be allowed to begin taking any medication during school hours or to use an inhaler to self-administer asthma medication. Such forms must be filed annually and as necessary for any change in the medication.

C. All medications must be registered with the Principal's Office and must be delivered to school in the original containers in which they were dispensed by the prescribing physician or licensed pharmacist, labeled with the date, the student's name, and the exact dosage to be administered.

D. Medication that is brought to the office will be properly secured. Except as noted below, medication must be delivered to the Principal's Office by the student's parent or guardian or by another responsible adult at the parent or guardian's request. Except as noted below, students may not bring medication to school. Students may carry emergency medications for allergies and/or reactions, or asthma inhalers during school hours provided the student has written permission from a parent or physician and has submitted the proper forms. In the case of epinephrine auto-injectors ("epi pens"), in addition to written permission and submission of proper forms, the parent or student must provide a backup dose to the school health consultant. Students are strictly prohibited from transferring emergency medication, epi pens, or inhalers to any other student for their use or possession.

If, for supportable reasons, the Principal wishes to discontinue the privilege of a student self-administering a medication, except for the possession and use of asthma inhalers, the parent(s) shall be notified of the decision in sufficient time for an alternative means of administration to be established.

E. Any unused medication unclaimed by the parent will be destroyed by school personnel when a prescription is no longer to be administered or at the end of a school year.

F. The parents shall have sole responsibility to instruct their child to take the medication at the scheduled time.

G. The principal will maintain a log noting the personnel designated to administer medication, as well as the date and the time of day that administration is required. This log will be maintained along with the prescriber's written request and the parent's written release (Board Policy 5330).

NON-PRESCRIBE (OVER-THE COUNTER) MEDICATIONS – 5330F1

No staff shall administer non-prescribed over the counter (OTC) medications to any student without written authorization from both parent and a licensed prescriber filed in the office (Form 5330 1a). The school does not provide medications from stock supplies.

Student shall be permitted to possess and self-administer non-prescribed, over the counter (OTC) medications with written authorization from parent and licensed prescriber filed in the office.

If a student is found using or possessing a non-prescribed medication without parent authorization the student will be brought to the office while the student's parents are contacted. The medication will be confiscated until written authorization is received.

Any student who distributes medication of any kind or who is found in possession of medication is in violation of the School's Code of Conduct and will be disciplined in accordance with the drug-use provision of the Code. Students shall be permitted to possess and self-administer over-the-counter topical sunscreen while on school property or at a school-sponsored event.

A student who is authorized to possess and use a metered dose inhaler or dry powder inhaler may not transfer possession of any inhaler or medication to any other student.

MEDICAL ASSISTIVE DEVICE POLICY

Students who require the use of a medical assistive device, including but not limited to crutches, walker, or rolling knee walker are to report to the school office upon returning to school after an injury or surgical procedure.

A. Specific orders are needed from the medical provider regarding the use of the device in school. The orders must include the following:

- A request from the medical provider that the student be allowed to use the device at school;
- The diagnosis or reason the student needs the device;
- A statement of how long the student will need the device;
- The anticipated length of time the student is to be excused from PE, recess, or sports activities.
- Is the student permitted to go to the playground unassisted and sit on a bench?

B. Provider ordering the use of the medical assistive device must have instructed student on proper use of device before returning to school.

C. Accommodations such as early classroom dismissal, assistance with books, assistance in the hallways between classes, classroom seating assignments will be assessed to determine need on an individual basis.

D. Additional accommodations (medication, ice and elevation orders) may be implemented based on physician orders and parent permission.

E. All students must have written confirmation from a medical provider to resume normal activities.

F. Copies of the medical provider's note will be sent to the student's PE teacher and principal; the attendance office; and the athletic director, if applicable.

Use of Medical Assistive Device at School

Date _____

_____ has been authorized to use _____
(Student's Name) (Device)

while at school due to _____. He or She has received training in
(Reason device is needed)

the use of the device. It is anticipated that he/she will require use of this device until _____.
(Date)

To what extent may the student participate in gym? _____

To what extent may the student participate in recess without assistance? _____

May the student use stairs including those used to board the school bus? _____

_____ _____
(Physician Signature) (Date)

_____ _____
(Physician Printed Name) (Office Phone Number)

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The school's professional staff may remove or isolate a student who has been ill or has been exposed to a communicable disease or highly transient pest, such as lice.

Specific communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments.

Any removal will be limited to the contagious period as specified in the school's administrative guidelines (Board Policy 8450).

CONTROL OF NONCASUAL-CONTACT COMMUNICABLE DISEASES

The School District has an obligation to protect staff and students from non-casual contact communicable diseases. When a non-casual contact communicable disease is suspected, the student's health will be reviewed by a panel of resource people, including the Marion Public Health Department. Pleasant Local Schools will protect the privacy of the person affected and those in contact with the affected person. Students and staff will be permitted to remain in school unless there is definitive evidence to warrant exclusion.

Non-casual contact communicable diseases include sexually transmitted diseases, AIDS, ARC-AIDS Related Complex, HIV, Hepatitis B, and other diseases that may be specified by the State Board of Health.

As required by Federal law, parents will be requested to have their child's blood checked for HIV and HBV when the child bleeds at school and students or staff members are exposed to the blood. Any testing is subject to laws protecting confidentiality (Board Policy 8453).

CONTROL OF BLOOD-BORNE PATHOGENS

The Pleasant Local School District seeks to provide a safe educational environment for students and take appropriate measures to protect those students who may be exposed to blood-borne pathogens in the school environment and/or during their participation in school-related activities. While the risks of students being exposed to blood-borne pathogens may be low, students must assume that all body fluids are potentially infectious and must take precaution to follow universal procedures in order to reduce such risks and minimize and/or prevent the potential for accidental infection.

Students may be exposed to blood-borne pathogens in situations, including, but not limited to the following:

- Engaging in activities with other students in the school environment (e.g., physical education class) where physical injuries or other actions that can cause bleeding or exposure to saliva and other body fluids may occur.
- Working with equipment in the school environment that can cause cuts or similar injuries that produce bleeding.
- Participating in extracurricular activities (i.e., athletic activities) where physical injuries or other actions that can cause bleeding may occur.

Whenever a student has contact with blood or other potentially infectious material, s/he must immediately notify his/her teacher, who will begin the implementation of the Blood Borne Pathogens Exposure Control Plan.

The parents of a student who is exposed will be contacted immediately regarding the exposure and encouraged to have the student's blood tested for Hepatitis B and HIV either by his/her physician or the Marion Public Health Department. The student's parents are encouraged to consult with the student's physician concerning any necessary post-exposure treatment.

- The student's parent will also be asked to provide a copy of the test results and any post-exposure treatment for maintenance in the student's educational record in accordance with the Federal and State laws concerning confidentiality.

The parents of the student who caused the exposure will also be contacted immediately and advised to have the student's blood tested for Hepatitis B and HIV virus either in cooperation with his/her physician or the Marion Public Health Department.

- The student's parents will be asked to provide a copy of the test results for maintenance in the student's educational record in accordance with Federal and State laws concerning confidentiality.
- The student's parents will be encouraged to allow the district to release their child's name to the exposed student's parents, in the event serious health issues are presented as a result of the exposure. (Board Policy 8453.02)

PREPAREDNESS FOR TOXIC AND ASBESTOS HAZARDS

The school is concerned for the safety of students and attempts to comply with all Federal and State Laws and Regulations to protect students from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A copy of the School District's *Preparedness for Toxic Hazard and Asbestos Hazard Policy* and asbestos management plan is available for inspection at the Board offices upon request (Board Policy 8431).

STUDENTS WITH DISABILITIES

The Americans with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act (Section 504) prohibit discrimination against persons with a disability in any program receiving Federal financial assistance. This protection applies not just to students, but to all individuals who have access to the district's programs and facilities.

The laws define a person with a disability as anyone who:

A. Has a mental or physical impairment that substantially limits one or more major life activities;
B. Has a record of such an impairment; or
C. Is regarded as having such an impairment.

The District has specific responsibilities under these two laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodation.

Additionally, in accordance with State and Federal mandates, the District seeks out, assesses and appropriately services students with disabilities. Staff members use a comprehensive child study process to systematically screen, assess and, if appropriate, place students in special education and related services. Students are entitled to a free appropriate public education in the "least restrictive environment."

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEIA), A.D.A. Section 504) and State law. Contact the Student Services Director at 740-389-2389 to inquire about evaluation procedures, programs, and services (Board Policy 2460).

HOMELESS STUDENTS

Homeless students will be provided with a free and appropriate public education in the same manner as other students served by the District. Homeless students are eligible to receive transportation services, participate in education programs for students with disabilities or limited English proficiency, participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information contact the liaison for Homeless Students at 740- 389-2389 (Board Policy 5111.01).

CHILDREN AND YOUTH IN FOSTER CARE

Students who meet the Federal definition of "in foster care", including those who are awaiting foster care placement, will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District (Board Policy 5111.03).

PROTECTION AND PRIVACY OF STUDENT RECORDS

The Pleasant Local School District maintains many student records including both directory information and confidential information. Each year the Superintendent shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information": a student's name; address; telephone number; date and place of birth; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; or award received.

School-assigned e-mail accounts shall not be released as directory information beyond this/these-limited purpose(s) and to any person or entity but the specific online educational service provider and internal users of the District's Education Technology.

Directory information shall not be provided to any organization for profit-making purposes.

Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within fifteen (15) days after receipt of the Superintendent's annual public notice.

In accordance with Federal and State law, the Board shall release the names, addresses, and telephone listing of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, and telephone listing not be released without prior consent of the

parent(s)/eligible student. The recruiting officer is to sign a form indicating that "any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces." The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever consent of the parent(s)/eligible student is required for the inspection and/or release of a student's health or education records or for the release of "directory information," either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose "directory information," on former students without student or parental consent, unless the parent or eligible student previously submitted a request that such information not be disclosed without their written consent.

The Board shall not permit the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose (Board Policy 8330).

Other than directory information, FERPA and Ohio law protect access to all other student records. Except in limited circumstances as specifically defined in State and Federal law, the School District is prohibited from releasing confidential education records to any outside individual or organization without the prior written consent of the parents, or the adult student, as well as those individuals who have matriculated and entered a postsecondary educational institution at any age. The Board will provide access or release directory information to armed forces recruiters unless the parent or student request that prior written consent be obtained.

Confidential records include test scores, psychological reports, behavioral data, disciplinary records, and communications with family and outside service providers.

Students and parents have the right to review and receive copies of all educational records. Costs for copies of records may be charged to the parent. To review student records please provide a written notice identifying requested student records to the Guidance Office. You will be given an appointment with the appropriate person to answer any questions and to review the requested student records.

Parents and adult students have the right to amend a student record when they believe that any of the information contained in the record is inaccurate, misleading or violates the student's privacy. A parent or adult student must request the amendment of a student record in writing and if the request is denied, the parent or adult student will be informed of his/her right to a hearing on the matter.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an un-emancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

A. Political affiliations or beliefs of the student or the student's parents;
B. Mental or psychological problems of the student or the student's family;
C. Sex behavior or attitudes;
D. Illegal, anti-social, self-incriminating or demeaning behavior;
E. Critical appraisals of other individuals with whom respondents have close family relationships;

F. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
G. Religious practices, affiliations, or beliefs of the student or his/her parents; or
H. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Consistent with the PPRA and Board policy, parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation. Please contact the principal to inspect such materials.

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

The Superintendent will notify parents of students in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

A. Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose); and
B. The administration of any survey by a third party that contains one or more of the items described in A through H above.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpco

Informal inquiries may be sent to the Family Policy Compliance Office via the following email addresses:

FERPA@ED.Gov; and
PPRA@ED.Gov.

STUDENT FEES AND FINES

Students will be provided necessary textbooks for courses of instruction without cost. In accordance with State law, Pleasant Local School charges specific fees for the following activities and materials used in the course of instruction:

General Fees		
Extra-Curricular Activity Fee	$75.00	Family Cap of $150.00
Drug Testing Fee	$35.00	
Class Activity Fee (Fr, Soph, Jr)	$10.00	
Class Activity Fee (Sr)	$5.00	
Parking Pass	$5.00	
Technology Fee	$30.00	
Course Fees		
Forensics	$10.00	Lab Supplies
Biology	$15.00	Lab Supplies
Integrated Science	$15.00	Lab Supplies
Physical Science	$15.00	Lab Supplies
Chemistry	$15.00	Lab Supplies
AP French	$94.00	AP Exam
French I, II, III	$18.00	Workbook
Spanish I, II, III	$10.00	Supplies
Art I & II	$30.00	Art Supplies
Art III & IV	$35.00	Art Supplies
Ceramics I, II, III, IV, V, VI	$55.00	Art Supplies
Math	$12.00	Supplies
English	$15.00	Supplies
History	$10.00	Supplies
Engineering Principles	$20.00	Lab Supplies
Concert Choir	$12.00	Supplies
Painting	$40.00	Art Supplies
Agriculture, Food, and Natural Resources	$20.00	Lab Supplies
Drones & Digital Media	$50.00	Digital Workbook

Charges may also be imposed for loss, damage or destruction of school apparatus, equipment, musical instruments,

library materials, textbooks and for damage to school buildings or property. Students using school property and equipment can be fined for excessive wear and abuse of the property and equipment. Fees may be waived in situations where there is financial hardship. Students can avoid late fines by promptly returning borrowed materials. Failure to pay fines, fees, or charges will result in the withholding of grades and credits (Board Policy 6152 and 6152.01).

STUDENT FUND-RAISING

Students participating in school-sponsored groups and activities may solicit funds from other students, staff members, and members of the community in accordance with school guidelines. The following general rules apply to all fund-raisers:

- Crowd-funding activities are governed by Policy and Administrative Guideline 6605.
- Students involved in the fund-raiser must not interfere with students participating in other activities when soliciting funds.
- Students may not participate in a fund-raising activity for a group in which they are not members without the approval of the students' counselor.
- Students may not participate in fund-raising activities off school property without proper supervision by approved staff or other adults.
- Students may not engage in house-to-house canvassing for any fund-raising activity.
- Students may not participate in a fund-raising activity conducted by a parent group, booster club, or community organization on school property without the approval of the Principal.

Students may not participate in a fund-raising activity conducted by a parent group, booster club, or community organization on school property without the approval of the Principal.

Students may not sell any item or service in school without the prior approval of the Principal. Violation of this policy may lead to disciplinary action (Board Policy 5830).

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The district is not liable for any loss or damage to personal valuables.

MEAL SERVICE

The school participates in the National School Lunch Program. Students may also bring their own lunch to school to be eaten in the school's cafeteria. The school operates under a closed lunch period arrangement – meaning students are not permitted to leave for lunch and then return to school (Board Policy 8500, 8531 and AG 8500D).

Applications for the School's Free and Reduced-Priced Meal program are distributed to all students. If a student does not receive an application form and believes s/he is eligible, contact the Food Service Supervisor at 740-389- 4815 ext. 260.

SAFETY AND SECURITY

A. All visitors must report to the office when they arrive at school.

B. All visitors are given and required to wear a building pass while they are in the building.

C. Staff are expected to question people in the building whom they do not recognize and who are not wearing a building pass, and to question people who are "hanging around" the building after hours.

D. Students and staff are expected to immediately report to a teacher or administrator any suspicious behavior or situation that makes them uncomfortable.

E. All outside doors are locked during the school day.

F. Portions of the building that will not be needed after the regular school days may be closed off.

G. All District employees are to wear photo-identification badges while in District schools and offices or on District property.

FIRE, TORNADO, AND SAFETY DRILLS

Pleasant Local Schools complies with all fire safety laws and will conduct fire drills in accordance with State law. Pleasant Local Schools conducts tornado drills during the tornado season following procedures prescribed by the State. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and orderly evacuation of the building in such cases.

Safety drills will be conducted once per school year. Teachers will provide specific instruction on the appropriate procedures to follow in situations where students must be secured in their building rather than evacuated. These situations can include a terrorist threat, a person in possession of a deadly weapon on school property, or other acts of violence (Board Policy 8420).

EMERGENCY CLOSING AND DELAYS

If the School must be closed or the opening delayed because of inclement weather or other conditions, the school will notify the following radio and television stations:

- *WMRN* – 1490 AM
- *WTVN* – 610 AM *Columbus* WNCI 97.9 FM *Columbus*
- *WCOL* – 92.3 FM *Columbus*
- *Channel* 4-WCMH
- *Channel* 6-WSYX
- *Channel* 10-WBNS
- *Channel* 28-*Fox* 28

Information concerning school closings or delays can also be found on the school's web page at www.pleasantlocalschools.org.

Parents will be notified of school closings or delays via a pre-recorded telephone message delivered to the phone number on file.

Parents and students are responsible for knowing about emergency closings and delays (Board Policy 8210).

VISITORS

Any person coming in to pick up or speak with a student at Pleasant Local must provide a photo ID AND be listed on the students' contact information list in Final Forms. Said person must come directly to the office, sign in, show their ID to an office worker and include their driver's license number. If said person is not listed on the emergency contact list, written documentation from the custodial parent must be provided.

Students may not bring visitors to school without prior written permission from the Principal (Board Policy 9150).

USE OF SCHOOL EQUIPMENT AND FACILITIES

Students must receive teacher permission before using any equipment or materials in the classroom. Students must seek permission from the Principal prior to using any other school equipment or facility. Students are responsible for the proper use and protection of any equipment or facility they are permitted to use (Board Policy 7510 and 7530).

RESTROOMS, LOCKER ROOMS, AND CHANGING AREAS

Students are expected to use restrooms, locker rooms, and changing areas in a manner that respects the privacy, safety, and dignity of all students. Students shall comply with applicable Board policy, building procedures, and staff directions regarding the use of these facilities.

Recording, photographing, or otherwise capturing images or audio in restrooms, locker rooms, or changing areas is prohibited. Concerns regarding access, privacy, or safety should be directed to building administration. (Board Policy

7421)

LOST AND FOUND

All buildings in Pleasant Local Schools have a lost and found. Check with the staff in the main office for location. Students who have lost items should check there and may retrieve their items if they give a proper description. Unclaimed items will be given to charity at the close of the school year.

USE OF OFFICE TELEPHONES

Office telephones may not be used for personal calls. Except in an emergency, students will not be called to the office to receive a telephone call. Students are not to use telephones to call parents to receive permission to leave school. Office personnel will initiate all calls on behalf of a student seeking permission to leave school.

USE OF PERSONAL COMMUNICATION DEVICES

Students, staff, community members and guests may bring their devices to the campus at Pleasant Local.

Students, staff and other district employees will be responsible for adhering to all district/building acceptable use policies, codes of conduct, or administrative guidelines while using the Pleasant Local School district's public network.

Anyone who does not accept the Pleasant Public User Agreement will not be permitted network access. Once a user has accepted the Pleasant Public User Agreement, they will have access to a filtered Internet connection.

Users on the Pleasant Public network are not permitted to bypass the filter. Students are not permitted to access any other connections other than Pleasant's Public wireless network.

Electronic devices (cell phones) must be placed in student lockers. Electronic devices that are **seen or heard** during class time **can be confiscated by the teacher or administrator** and discipline may be issued as follows:

The first/second offense – **Warning, pick up after school**. The electronic device may be taken and turned into the office where the student can pick it up after school. Students should **NOT** be permitted to leave class early at the end of the day to retrieve these confiscated items.

1. The third offense – **Detention** - The electronic device will be taken and turned into the office where the student can pick it up after school. Students should NOT be permitted to leave class early at the end of the day to retrieve these confiscated items.
2. The fourth offense – **Wednesday School/Extended Detention** - A typed/signed summary of the electronic device policy letting parents know what will happen the next time(s) an electronic device is taken away will be signed by student and parent. Parent must also come pick up the electronic device at this point.
3. The fifth offense – **1 Day ISS**
4. The sixth offense and beyond – **is up to the discretion of the administration**.

If a student fails to comply or surrender his/her electronic device to the teacher or administrator, then the student will face the punishments for insubordination.

Again, ALL Pleasant students will read and accept the Pleasant Acceptable Use Policy (AUP). All students will be provided the Pleasant Acceptable Use Policy and must sign the Pleasant Acceptable Use agreement form to be permitted to use the Pleasant Local Network(s).

All students will be provided with this policy through their student email account.

Electronic Devices are defined as, but not limited to the following: cellular phones, earbuds, smartwatches, and handheld games, laptops or any other electronic hand-held device not mentioned.

Electronic Devices are permitted for use during the following school times:
- Before and after school

Electronic Devices/cell phone/telecommunications devices in the school building is a privilege, not a right. Students who comply with the cell phone/telecommunications device policy shall be allowed to bring a cell phone/telecommunications device into the building so long as it is not handled, and it does not emit a noise (including vibration).

Electronic Devices are not allowed during class/instruction time, unless otherwise instructed by your teacher. This includes headphones, earbuds, AirPods, speakers, headsets or headphones/speakers of any kind unless otherwise instructed by your teacher. These should not be visible unless it is at the designated times. Phones should be either on silent or shut off during this time. In addition, phones should be in the student's locker. The teacher has the right to collect all electronic devices to ensure non-use. At any time, Pleasant HS/MS may eliminate the use of electronic devices other than those issued by the school. Cell phone/Electronic Devices that are used in the classroom without teacher permission are an educational distraction to the learning of the students.

ADVERTISING OUTSIDE ACTIVITIES

Students may not post announcements or advertisements for outside activities without receiving prior approval from the Principal. The Principal will attempt to respond to a request for approval within 1 school day of its receipt (Board Policy 5722 and 9700).

SECTION II – ACADEMICS

COURSE OFFERINGS

A list of course offerings can be obtained from the guidance counselor's office.

SCHEDULING AND ASSIGNMENT

Schedules are provided to each student at the beginning of the school year or upon enrollment. Schedules are based on the student's needs and available class space. Any changes in a student's schedule should be handled through the guidance counselors and/or building principal. Students may be denied course enrollment due to lack of available space or the need for the student to pass prerequisite courses. Students are expected to follow their schedules. Any variation must be approved with a pass or schedule change (Board Policy 5120).

DROPPING A COURSE

Course changes require the approval of the parents, the class teacher, and the principal/counselor. Any student who withdraws from a course after the first 5 days of the course origination will receive a withdrawal fail (W/D F) for the class unless approved by the building principal. Class changes made within the first 5 days of the course will not result in failure nor will fees be given. **No class drops/changes will be made after the first week of the course without a conference of all parties involved.** Students will be responsible for the fee attached to the course. The only exceptions to this rule are:

1. Doctor's written medical request-health endangered.
2. School psychologist evaluation and recommendation.
3. Unusual and unexpected circumstances. A student may petition the teacher and principal to evaluate the situation. The decision made by the teacher and the principal is final.
4. Students enrolled in CCP courses who drop a course after the 15th day of the start of the college semester or fail a course will be required to reimburse Pleasant Local Schools the full tuition and will receive a failure for the class. Any CCP course a student chooses to drop must adhere to the guidelines/deadlines of the higher education institution.

FIELD TRIPS

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the school's co-curricular and extra-curricular program. No minor student may participate in any school-sponsored trip without parental consent and a current emergency medical form on file in the office. Medications normally administered at school will be administered while on field trips. The Student Code of Conduct applies to all field trips (Board Policy 5421).

- Attendance rules apply to all field trips.
- While the District encourages students to participate in field trips, alternative assignments will be provided for any student whose parent does not give permission for the student to attend.
- Students who violate school rules may lose the privilege to go on field trips.

GRADES

A. PERCENTAGES

The following scale will be used to determine grades for all classes where percentages are used:

A	100 – 93%	B+	89 – 87%	C+	79 – 77%	D+	69 – 67%
A-	92 – 90%	B	86 – 83%	C	76 – 73%	D	66 – 63%
		B-	82 – 80%	C-	72 – 70%	D-	62 – 60%
						F	59 – 0%

B. LETTER GRADES

The following scale will be used to determine grades for all classes where letter grades are used:

A	4.00 – 3.83	B+	3.49 – 3.17	C+	2.49 – 2.17	D+	1.49 – 1.17
A-	3.82 – 3.50	B	3.16 – 2.83	C	2.16 – 1.83	D	1.16 – 0.83
		B-	2.82 – 2.50	C-	1.82 – 1.50	D-	0.82 – 0.50
						F	0.49 – 0.00

C. SEMESTER AVERAGES

The semester average will be computed using the final grade for each of the two quarters and the exam during the semester. Each quarter will count as 40% of the average with the exam counting as 20%. **These percentages may be changed for any dual enrollment course depending on the requirements and standards for that specific class at the collegiate level.**

If, for whatever reason, an exam is not given in a class then grades for both quarters will count as 50% of the Semester Average.

All Semester Averages will be computed using letter grades with the following point values:

A	4.00	B+	3.333	C+	2.333	D+	1.333
A-	3.667	B	3.000	C	2.000	D	1.000
		B-	2.667	C-	1.667	D-	0.667

*** For any student taking classes outside of Pleasant Local School District, grade points will be assigned based on the grading scale of that institution.**

Grade Point Average

The grade point average will be determined using the Semester Average for each class. The numerical value of the Semester Average, as listed above, will be multiplied by the number of credits assigned to the course. These values will then be added together and divided by the total number of courses attempted to determine their overall grade point average. No classes will be weighted when the grade point average is determined.

Credits

All credit will be earned on a semester basis. To earn a semester's worth of credit for any course a student must pass at least two of the three grades (two quarters and exam). **In classes that do not have a semester exam the student must pass the last quarter of the semester to earn credit.**

Class Ranking

Class rank will be determined by the cumulative number of quality points earned by a student. The number of quality points will change when credit is granted at the end of each semester.

Beginning with the class of 2028 quality points will only by earned for classes taken during grades 9-12.

To Calculate Quality Points:

Three pieces of information are necessary to calculate the quality points for a course

A. Quality Point Rating for the specific course.
B. Number of credits earned from the course.
   - Most HS courses are 0.5 credit per semester.
   - College Credit Plus courses ranging from 3-5 semester hours are equal to 1 HS credit.
   - College Credit Plus courses less than 3 semester hours will be the appropriate proportion of credit. Ex. 2 semester hours = 0.667 credits.
   - Numerical grade value in the course. Ex. A=4, A-=3.667, B+ = 3.333, etc.

These three numbers are multiplied together to find the quality points earned for one course. Each course total added together equals the total number of quality points for the student.

Grading Periods
Students will receive a report card at the end of each nine-week period indicating their grades for each course of study for that portion of the academic term. Grade progress is available through PowerSchool.

When a student appears to be at risk of failure, reasonable efforts will be made to notify the parents so they can talk with the teacher about what actions can be taken to improve poor grades.

PROMOTION, ACCELERATION, AND RETENTION

Promotion to the next grade is based on the following criteria:

A. Current level of achievement based on instructional objectives and mandated requirements for the current grade
B. Potential for success at the next level
C. Emotional, physical, and/or social maturity necessary for a successful learning experience in the next grade

A student may be accelerated (either by whole-grade or by subject area) when his/her performance and measured ability significantly exceeds that of his/her grade level peers. Students can be nominated for acceleration by teachers, administrators, parents, and the student him/herself. Decisions regarding acceleration are based on the following criteria:

A. Achievement of grade/course objective and any applicable State-mandated requirements for the grade/course in which the student is currently and any grade(s)/course(s) in the student will skip

B. Achievement of instructional objectives for the present grade/course as well as the succeeding one(s)

C. Potential for success in the accelerated placement based on sufficient proficiency at current level

D. Social, emotional, and physical maturation necessary for success in an accelerated placement

A student may be retained at his/her current grade level based on the following criteria:

A. Failure to demonstrate proficiency in mathematics and reading, the core subjects of science, social studies, and language;

B. Failure to achieve the instructional objectives at the current grade level that are requisite for success at the next grade level

C. Scoring at the below basic level on any State-mandated assessment test

A student will be retained if s/he is truant (absent without excuse) for more than ten percent (10%) of the required attendance days of the current school year AND has failed two (2) or more of the required curriculum subject areas in the current grade.

Even if s/he falls in the preceding category, a student may be promoted if the Principal and the teachers of the classes that the student failed agree that the student is academically prepared to be promoted.

GRADUATION REQUIREMENTS

Regular Diploma (Class of 2023 and Beyond)

<u>#1 Credit Requirements Courses</u> - Minimum of 21 credits
4 credits of English
4 credits Math (including Algebra II)
3 credits of Social Studies (including American History, American Government, ½ credit of World History)
3 credits of Science (including one Life Science, one Physical Science)
0.5 credit of Health
0.5 credit of Financial Literacy (2026+)
*0.5 credit of PE (sophomore year); see PE waiver option

1 credit of Fine Arts-Fine Art is Visual Art (Art) or Performing Art (Choir, Band)
5 Elective credits

*PE Waiver Exemption from the PE graduation requirement. Requires two seasons of participation in OHSAA sanctioned sport, cheerleading, show choir or marching band. -Note: Dance Team does not qualify for the waiver as it is not an OHSAA sanctioned sport.
PE Waiver is listed on the HS transcript for zero credit.

#2 Demonstration of Competency - Earn a competency score on the state Algebra I test (684) and English Language Arts II test (684).

- Algebra I testing (Spring of 8th grade or freshman year)
- ELA II testing (Spring of sophomore year).

Students who do not score competent on either test will be offered remediation through a Math Enrichment class and/or English Enrichment class before attempting the state retake test.

Students who are NOT competent after two attempts at the Algebra I and/or English II tests must meet one of the following three options:

1) Earn credit in one college level, non-remedial Math and/or English course (depending on non-competent test score) through the college credit plus program. OR

2) Show evidence that you have signed a contract to enter a branch of the US armed services upon graduation. OR

3) Show career readiness by completing two of the following demonstrations, one of which must be foundational:
Foundational:

- Earn a score of proficient or higher on three or more WebXams in a single career pathway;
- Earn a 12-point industry-recognized credential or group of credentials totaling 12 points in a single career field; or
- Complete a pre-apprenticeship in the student's chosen career field or show evidence of acceptance into an apprenticeship program (for students ages 18 and older) after high school.

Supporting:

- Complete a 250-hour work-based learning experience with evidence of positive evaluations;
- Earn the workforce readiness score on WorkKeys; or
- Earn the OhioMeansJobs Readiness Seal.

Option 3 can be accomplished through a vocational program at Tri Rivers Career Center.

#3 Demonstration of Readiness - Earn two of the following diploma seals, one of them must be an Ohio issued seal (indicated in the parentheses). For the ease of selection, the easier diploma seals have been marked with an asterisk.

Ohio Means Jobs Readiness Seal (Ohio) - Demonstration of professional skills/work ethic validated by three mentors over 15 professional skills areas. Mentors must be from 2 of 3 areas (school, community service, work). (@ PHS- can be completed in Career Connections). Evidence: State paperwork completed.

Seal of Biliteracy (Ohio) - On track to graduate, proficiency in the state English Language Arts test, and at least a 4 on an AP language exam or other world language proficiency through a series of test-based options. *Note: One of the more difficult seals to earn. Evidence: Test scores.

College Ready Seal (Ohio) -Remediation free scores on the ACT or SAT. ACT Reading 22; ACT Math 22; ACT English 18. SAT Reading 480; Math 530. Evidence: Test scores.

Science Seal (Ohio) - Proficiency on the state Biology test or a science Advanced Placement course or earn a B or higher in an approved College Credit Plus science course (@ PHS: Anatomy & Physiology, or Chemistry II, or Physics). Evidence: Test scores or credit on transcript.

Honors Diploma Seal (Ohio) - Meet the state established criteria to earn one of six possible honors diplomas. Can be found on the Ohio Department of Education website. Evidence: Credits on transcripts matching state criteria.

Citizenship Seal (Ohio) - Earn proficient on the state American Government and American History test or in an Advanced Placement History and Government course or earn a B or higher in an approved College Credit Plus American History and Government course (@ PHS: Early or Modern American History and Advanced Government). Evidence: State test scores or credit on transcript.

Military Enlistment Seal (Ohio) - Provide evidence of enlistment in an armed service or participate in a Junior Reserve Officer Training (JROTC) program (not offered at PHS). Evidence: Signed military contract document.

Technology Seal (Ohio) - Score at least a 2 in an Advanced Placement computer course (@ PHS-AP Computer Science Principles) or earn a B or higher in a college level computer course (@ PHS-CCP Computer Applications). Evidence: AP test scores or CCP computer credit on transcript.

Industry Recognized Credential Seal (Ohio) - Earn a 12-point industry credential or group of credentials totaling 12 points in a single career field. Completed at Tri Rivers Career Center. (@PHS 3 industry credentials can be completed via Economics or 9 industry credentials can be completed via Career Connections). Evidence: Credential paperwork from institution issuing credential.

Only ONE local seal can count toward graduation.

Community Service Seal (Local) - Students will be required to earn 60 hours of documented service for the Community Service Seal. The hours earned for this seal cannot begin before June 1st of the summer prior to a student's freshman year. It can be completed at any point during a student's four years of high school but must be concluded by March 1st of a student's senior year (unless otherwise approved by administration). The community service hours will be logged by the student on the Pleasant High School community service form and verified by the student's community service project supervisor. The community service activity (or activities) must be preapproved by the district and cannot be court ordered community service. If the community service spans more than one school year, the student must submit documented hours at the conclusion of each school year. Evidence: Community service paperwork.

Fine and Performing Art Seal (Local) - Students will be required to earn two high school credits of visual or performing art for the Fine and Performing Arts Seal. Visual or performing arts at Pleasant High School are defined as Concert Choir I, Women's Chorus, Band I, Concert Band I, Art I, or Art II. Evidence: Credit on transcript.

Student Engagement Seal (Local) - Students will be required to complete 8 full extra-curricular experiences during high school. These experiences can include athletics, musical/drama performances, clubs, or student government and must be school sponsored and supervised. Students must participate for the entire season or school year. If a student quits or is otherwise unable to complete the experience, it will not count toward the required amount. The participation in these experiences must be to a "meaningful extent". A Student Engagement Seal form will be completed by the student and the coach, athletic director, music director or club advisor will sign the form to verify that the student has participated to a meaningful extent. Evidence: Extra-curricular paperwork.

Honors Diploma

The Pleasant Local School District shall award the Diploma with Honors to any student who has:

1. Successfully completed the high school curriculum (i.e., course, credit and other requirements), or completed the student's individual education program;

2. Attained at least the applicable scores on the achievement tests required by the State Board of Education for graduation.

3. A Completed the academic curriculum and met at least 7 of the following 8 criteria:

   a. Earn 4 units of English;

   b. Earn 4 units of Mathematics, which shall include Algebra I, Algebra II or equivalent, Geometry, and another higher course or a 4-year sequence of courses, which contains equivalent content;

c. Earn at least 4 units of Science (2 advanced science courses)

d. Earn 4 units of Social Studies;

e. Earn either 3 units of 1 foreign Language or 2 units each of 2 Foreign Languages (must include no less than 2 units for which credit is sought;

f. Earn 1 unit of Fine Arts;

g. Maintain an overall high school grade point average of at least 3.5 on a 4-point scale up to the last grading period of the senior year; or

h. obtain a composite score of 27 on the American College Testing Program's (ACT) Tests or an equivalent composite score of 1280 on the Scholastic Assessment Tests (SAT);

OR 3. B Completed an intensive career-technical education curriculum and met at least 7 of the following 8 Criteria:

a. Earn 4 units of English;

b. Earn 4 units of Mathematics, which will include Algebra I, Algebra II or equivalent, Geometry, and higher-level course or a 3 4-year sequence of courses which contains equivalent content;

c. Earn 4 units of Science (2 advanced science courses)

d. Earn 4 units of Social Studies;

e. Earn 4 units of Career-Technical education program that leads to an industry-recognized credential, apprenticeship, or be part of an articulated career pathway, which can lead to postsecondary credit.

Otherwise, the student must achieve the proficiency benchmark established for the applicable Ohio Career-Technical competency assessment or the equivalent.

f. Maintain an overall high school grade point average of at least 3.5 on a 4-point scale up to the last grading period of the senior year;

g. Achieve proficiency benchmark established for appropriate Ohio Career Technical Competency Assessment of equivalent assessment aligned with State-approved and industry validated technical standards; or

h. Obtain a composite score of 27 on the American College Testing Program's (ACT) Tests, or an equivalent composite score of 1280 on the Scholastic Assessment Tests (SAT).

It is the student's responsibility to maintain contact with his/her Counselor to ensure that his/her graduation requirements are being met.

EARLY GRADUATION

Students are permitted to plan for early graduation. Written requests must come from both the student and his/her parents directly to the principal, and a consultation meeting is required with the guidance office. This letter of intent must be submitted by the end of the first semester of the sophomore year unless you are an athlete signing a college scholarship a requested to early enroll.

An Early Graduation committee will review each request and make appropriate recommendations to the principal who will decide each case.

To graduate from Pleasant HS in less than four years, a student must complete the same quantity of work required of all students who graduate from Pleasant HS. To graduate in less than four years, a student must have maintained a

3.0 GPA for all work completed.

Students who choose early graduation may participate in the graduation ceremonies of their designated class (Board Policy 5464).

GRADUATION HONORS

A. HONOR STUDENTS

Students who fulfill the following criteria will be designated as Honor Students during commencement exercises:

1. Summa Cum Laude – Cumulative GPA of 4.0
2. Magna Cum Laude – Cumulative GPA of 3.8 – 3.9
3. Cum Laude – Cumulative GPA of 3.5 – 3.7
4. Must have attended Pleasant High School for a minimum of one school year.

B. CLASS SPEAKER

The Valedictorian will be given the first opportunity to be the class speaker with the Salutatorian being next if needed.

C. VALEDICTORIAN AND SALUTATORIAN

The student(s) with the highest number of quality points at the end of the 8th semester (regardless of GPA) AND completed requirements of the Ohio Academic Honors Diploma in the college preparatory curriculum will be deemed valedictorian.

The student with the next highest number of quality points (regardless of GPA) AND completed requirements of the Ohio Academic Honors Diploma in the college preparatory curriculum will be deemed salutatorian.

Beginning with the class of 2028 quality points will only by earned for classes taken during grades 9-12.

These students must be enrolled at Pleasant High School by the beginning of their junior year and complete 4 full semesters at Pleasant High School.

D. BALLINGER SCHOLARS

All students who earn A's (including A-) in all courses for both semesters of their senior year will be named Thomas E. Ballinger Summa Cum Laude Scholars.

EDUCATIONAL OPTIONS

Pleasant Local Schools provides alternative means by which a student can achieve the goals of the district, as well as his/her personal educational goals. Educational options are learning experiences or activities that are designed to extend, enhance, supplement, or serve as an alternative to classroom instruction.

The following Educational Options for this school year will include the District's Credit Flexibility Plan and may include but not be limited to:

Distance learning	Correspondence courses	Mentorship programs
On-line coursework	Educational travel	Summer school
Tutorial programs	Project portfolios	Early college entrance
Independent study	Internships	

In order to participate in an Educational Option, the student must first submit an application for approval by the Superintendent. Students under the age of 18 may only participate with the written consent of their parent or guardian. Applications are available in the guidance office. Credit will be granted upon the successful completion of an approved program and will be assigned according to student performance relative to stated objectives of the approved

instructional and performance plan and in accordance with District policy and established administrative guidelines.

Your guidance counselor can give you more information about procedures related to credit flexibility and educational options available in the district to students, parents, and interested stakeholders (Board Policy 2370).

Pleasant Local Schools has approved a Remote Learning Plan as stated in Ohio HB164. For additional details, please visit the Pleasant District webpage.

COLLEGE CREDIT PLUS PROGRAM

Prepared with information from the College Credit Plus student and parent guide. More information can be found in the guidance office.

Any Pleasant Local Schools student in grades 7 through 12 may enroll in the college credit plus program provided s/he meets the requirements established by law and by the participating college or university. The purpose of this program is to promote rigorous academic pursuits and to provide a wide variety of options to college-ready students. Taking a College Credit Plus course from a public college or university is free, which means no cost for tuition, books, or fees. If you choose to attend a private college or university, you may have limited costs.

College Credit Plus allows students to earn college credit and apply that credit toward their high school graduation requirements. Successful completion of a three or more credit-hour college course will result in 1.0 Carnegie unit earned at the high school. A two credit-hour college course will earn students 2/3 of a high school credit and a one credit-hour college course will convert to 1/3 of a high school credit.

Students, after you are admitted to a college, you can take any courses offered by that college that you are college-ready to take. Students can take courses offered in person or online by any public or participating private college in Ohio.

If a student fails or withdraws with an "F" will receive an "F" on the high school and college transcripts and will be computed into the high school and college GPA. If you do not receive a passing grade, the district may seek reimbursement for the amount paid to the college on your behalf for that college course. The school district may withhold grades and credits received for high school courses taken until reimbursement has been made.

A student will be denied high school credit for any portions of or for the entire class if taken during a period of expulsion. Student participation requires written consent of the Superintendent and, for students under 18, written consent of the parents or attendance in counseling services offered with this educational option. Any interested student should contact the guidance office to obtain the necessary information (Board Policy 2271).

CCP PROBATION

A student is placed on CCP Probation when he or she either:

Has earned lower than a cumulative 2.0 GPA in College Credit Plus courses.

or

Withdraws from, or receives no credit* for, two or more courses in same term.

While on CCP Probation, the student:

May only enroll in one College Credit Plus course for one college term (semester/ quarter).

May not enroll in a college course in the same subject in which the student previously earned a D, F, or received no credit.*

CCP DISMISSAL

A student is placed on CCP Dismissal when the student has failed to increase his or her GPA to 2.0 or above in College Credit Plus courses during the CCP Probation term. When placed on CCP Dismissal, the student may not enroll in any College Credit Plus courses for the following college term. At the end of the dismissal term, the student can request to be reinstated in the program. The student may appeal CCP Dismissal within 5 days of being notified of dismissal status.

CAREER ADVISING PROGRAM

Career advising is an integrated process that helps students understand how their personal interests, strengths and values might predict satisfaction and success in school and related career fields, as well as how to tie these interests and strengths to their academic and career goals. Students need to have access to comprehensive resources and support to prepare for their future success. Through relevant classroom instruction, career-related learning experiences, and a program of counseling and advising, students can discover their interests and explore academic and career pathway options (Board Policy 2413).

RECOGNITION OF STUDENT ACHIEVEMENT

Students who display significant achievements during the course of the year are recognized for their accomplishments. Areas that may merit recognition include, but are not limited to, academics, athletics, performing arts, citizenship, and volunteerism. Recognition for such activities is initiated by the administrative staff and coordinated by the guidance counselor (Board Policy 5451)

Academic Awards

Students who maintain a 3.5 or higher GPA for every semester will earn an Academic Letter for the year.

National Honor Society

Each year, junior and seniors are selected for induction into the National Honor Society. Membership in the National Honor Society is based on scholarship, leadership, service, and character. Membership and selection criteria, procedures, and regulations are based on both the National and Local Constitutions, which can be obtained from either the Principal or the National Honor Society Advisor.

Athletic Awards

Requirements for athletic awards are developed by each head coach with the approval of the Athletic Director. Student athletes interested in such awards should consult with the appropriate coach.

HOMEWORK

Pleasant Local Schools acknowledges the educational validity of out-of-school assignments as adjuncts to and extensions of the instructional program of the schools. “Homework” shall refer to those assignments to be prepared outside of the school by the student or independently while in attendance at school.

- Homework should be a properly planned part of the curriculum to extend and reinforce the learning experience of the school and related to the classroom instruction.
- Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, integration of knowledge, and an opportunity to remediate learning problems.
- Homework should help develop the student’s sense of responsibility by providing an opportunity for the exercise of independent work and judgment.
- The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities, which make a legitimate claim on the student’s time.
- As a valid educational tool, homework should be assigned with clear direction, professional judgment, and its product carefully evaluated.
- The schools should recognize the role of parents by suggesting ways in which parents can assist the school in helping a student carry out assigned responsibilities.
- Homework should always serve a valid learning purpose; it should never be used as a punitive measure (Board Policy 2330).
- Homework will count as 25% of the student grade while assessments will make up 75%

EXAMS

1. Exams will be given in English, Foreign Language, Math, Science, and Social Studies.

2. All students are expected to take exams at the end of the 1st and 2nd semesters. There will be no exam exemptions. Any student missing an exam will be required to make it up.

3. The exam period is 85 minutes long. All exams must be taken during the scheduled time. Any student who is unable to take an exam during this scheduled time must see the principal to make other arrangements. **No student will be permitted to leave an exam early.**

4. Students must be in class at the start of their exam and stay through their last exam of the day. Students are not permitted to leave school and return for a later exam. Students that do not have an exam at the beginning or end of the day may bring a note from their parents granting permission to either arrive late to school or leave early. Parents/students will be responsible for transportation in such cases. No phone calls will be accepted giving students permission to leave early on the day of the exam. Students must have a note from their parents to leave early. Students will not be permitted to enter the exam room late. This includes the study time before the exam. If a student is late to an exam, they will be sent to study hall and will take the exam during the make-up period.

5. Any student repeating a class due to failure in the same subject area must take both exams (i.e., student is repeating Tech Prep English I and also taking Tech Prep English II, s/he must take both exams.

COMPUTER TECHNOLOGY AND NETWORKS

The district provides Internet services to its students. The District's Internet system has a limited educational purpose and has not been established as a public access service or a public forum. Student use of the district's computers, network and Internet services/connection ("Network") are governed by the following principles and guidelines, and the Student Code of Conduct. Users have a limited privacy expectation in the content of their personal files and records of their online activity while on the Network.

Parents and students are advised that the Board may not be able to technologically limit access through the Board's Internet connection to only those services that have been authorized for the purpose of instruction, study and research related to the curriculum. Because it serves as a gateway to any publicly available file server in the world, the Internet opens classrooms and students to electronic information resources that have not been screened by educators for use by students of various ages. The district utilizes a Technology Protection Measure, which is a specific technology that will protect against (e.g., filter or block) access to visual displays/depictions that are obscene, pornographic, and materials that are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the Technology Protection Measure may be configured to protect against access to other material considered inappropriate for students to access.

The district further utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that a determined user may be able to gain access to services on the Internet that are not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents/Guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/Guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. The district supports and respects each family's right to decide whether to apply for independent student access to the Internet.

Students are encouraged to use the "Network" for educational purposes. Use of the Network is a privilege, not a right. When using the Network, students must conduct themselves in a responsible, efficient, ethical, and legal manner. Students are responsible for good behavior on the district's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. Unauthorized or inappropriate use of the Network, including any violation of these rules, may result in cancellation of the privilege, disciplinary action consistent with the Student Code of Conduct, and/or civil or criminal liability. Prior to accessing the Network, students must sign the Student Network and Internet Acceptable Use and Safety Agreement. Parent permission is required for minors. Parents are encouraged to discuss their values with their children so that students can make decisions regarding

their use of the Network that is in accord with their personal and family values, in addition to the Board's standards.

Students must complete a mandatory training session/program regarding the appropriate use of technology and online safety and security as specified in Policy 7540.03 – Student Network and Internet Acceptable Use and Safety before being permitted to access the Network and/or being assigned an e-mail address.

A. Smooth operation of the Network relies upon users adhering to the following guidelines. The guidelines outlined below are not exhaustive but are provided so that users are aware of their general responsibilities. Students are responsible for their behavior and communication on the Network.

B. Students may only access the Network by using their assigned Network account. Use of another person's account/address/password is prohibited. Students may not allow other users to utilize their account/address/password. Students may not go beyond their authorized access.

C. Students may not intentionally seek information on, obtain copies of, or modify files, data or passwords belongings to other users, or misrepresent other users on the Network.

D. Students may not use the Network to engage in "hacking" or other illegal activities (e.g., software pirating; intellectual property violations; engaging in slander, libel, or harassment; threatening the life or safety of another; stalking; transmission of obscene materials or child pornography; fraud; sale of illegal substances and goods).

E. Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited.

F. Any use of the Network for commercial purposes (e.g., purchasing or offering for sale personal products or services by students), advertising, or political lobbying is prohibited.

G. Use of the Network to engage in cyber-bullying is prohibited. ""Cyber-bullying" involves the use of information and communication technologies such as e-mail, cell phone and text messages, instant messaging (IM), defamatory personal websites or accounts, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others." For further information on cyber- bullying, visit http://www.cyberbullying.ca

Cyber-bullying includes, but is not limited to the following:

1. Posting slurs or rumors or other disparaging remarks about a student or school staff member on a web site or on weblog;
2. Sending e-mail or instant messages that are mean or threatening, or so numerous as to drive up the victim's cell phone bill;
3. Using a camera phone to take and send embarrassing photographs/recordings of students or school staff members or post these images on video sharing sites such as Youtube;
4. Posting misleading or fake photographs of students or school staff members on web sites.

To the extent permitted by the First Amendment, instances of cyber-bullying off school grounds that disrupt the school environment or interfere with the learning process will be considered violations of the Student Code of Conduct.

H. Students are expected to abide by the following generally accepted rules of network etiquette:

1. Be polite, courteous, and respectful in your messages to others. Use language appropriate to school situations in any communications made through the Network. Do not use obscene, profane, lewd, vulgar, rude, inflammatory, sexually explicit, defamatory, threatening, abusive or disrespectful language in communications through the Network (including, but not limited to, public messages, private messages, and material posted on web pages).
2. Do not engage in personal attacks, including prejudicial or discriminatory attacks.
3. Do not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a student is told by a person to stop sending him/her messages, the student must stop.
4. Do not post information that, if acted upon, could cause damage or a danger of disruption.

5. Never reveal names, addresses, phone numbers, or passwords of yourself or other students, family members, teachers, administrators, or other staff members while communicating on the Internet. This prohibition includes, but is not limited to, disclosing personal identification information on commercial web sites.
6. Do not transmit pictures or other information that could be used to establish your identity without prior approval of a teacher. Never agree to get together with someone you "meet" on-line without parent approval and participation.
7. Check e-mail frequently and diligently delete old mail on a regular basis from the personal mail directory to avoid excessive use of the electronic mail disk space.
8. Students should promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable, especially any e-mail that contains pornography. Students should not delete such messages until instructed to do so by a staff member.

I. Malicious use of the Network to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use the Network in such a way that would disrupt its use by others. Students must avoid intentionally wasting limited resources. Students may not bypass or attempt to bypass the District's Technology Protection Measure. Students must immediately notify the teacher, principal, or the Technology Coordinator if they identify a possible security problem. Students should not go looking for security problems, because this may be construed as an unlawful attempt to gain access.

J. All communications and information accessible via the Internet should be assumed to be private property (i.e., copyrighted and/or trademarked). All copyright issues regarding software, information, and attributions/acknowledgement of authorship must be respected. Rules against plagiarism will be enforced.

K. Downloading of information onto the Board's hard drives is prohibited, without prior approval from the Technology Coordinator. If a student transfers files from information services and electronic bulletin board services, the student must check the file with a virus-detection program before opening the file for use. Only public domain software may be downloaded. If a student transfers a file or software program that infects the Network with a virus and causes damage, the student will be liable for any and all repair costs to make the Network once again fully operational.

L. Students must secure prior approval from a teacher or the Technology Coordinator before joining a Listserv (electronic mailing lists) and should not post personal messages on bulletin boards or "Listservs."

M. Students may use real-time electronic communication, such as chat or instant messaging, only under the direct supervision of a teacher or in moderated environments that have been established to support educational activities and have been approved by the Board, Superintendent, or principal.

N. Privacy in communication over the Internet and the Network is not guaranteed. In order to verify compliance with these guidelines, the Board reserves the rights to monitor, review, and inspect any directories, files and/or message residing on or sent using the Network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

O. Use of the Internet and any information procured from the Internet is at the student's own risk. The Board makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the Network will be error-free or without defect. The Board is not responsible for any damage a user may suffer, including, but not limited to, loss of data, service interruptions, or exposure to inappropriate material or people. The Board is not responsible for the accuracy or quality of information obtained through the Internet. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials. The Board will not be responsible for financial obligations arising through the unauthorized use of the Network. Students or parents of students will indemnify and hold the Board harmless from any losses sustained as the result of misuse of the Network by the student. Use of the Network by students will be limited to those

students whose parents have signed a release of claims for damages against the Board.

P. File-sharing is strictly prohibited. Students are prohibited from downloading and/or installing file-sharing software or programs on the Network.

Q. Students may not establish or access web-based e-mail accounts on commercial services through the Network (e.g., Gmail, Hotmail, Yahoo mail, etc.).

R. Since there is no central authority on the Internet, each site is responsible for its own users. Complaints received from other sites regarding any of the district's users will be fully investigated and disciplinary action will be taken as appropriate.

S. Preservation of Resources and Priorities of Use: Computer resources are limited. Because space on disk drives and bandwidth across the lines, which connect the Network (both internally and externally) are limited, neither programs nor information may be stored on the system without the permission of the Technology Coordinator. Each student is permitted reasonable space to store e-mail, web, and personal files. The Board reserves the right to require the purging of files in order to regain disk space. Students who require access to the Network for class-or instruction-related activities have priority over other users.

Students not using the Network for class-related activities may be "bumped" by any student requiring access for class- or instruction-related purpose. The following hierarchy will prevail in governing access to the Network:

1. Classwork, assigned and supervised by a staff member.
2. Classwork specifically assigned but independently conducted.
3. Personal correspondence (checking, composing, and sending email).
4. Training (use of such programs as keyboarding tutors, etc.)
5. Personal discovery ("surfing the Internet").
6. Other uses – access to resources for "other uses" may be further limited during the school day at the discretion of the principal or the Technology Coordinator.

T. Game playing is not permitted at any time. (Board Policy 7540)

TRANSMISSION OF RECORDS AND OTHER COMMUNICATIONS

Parents/Guardians have to complete and return to the District Form 8330 F4a in order to authorize the staff to communicate with the parent/guardian via facsimile and/or electronic mail ("e-mail"). Parents who elect to communicate with a staff member via e-mail are required to keep the district informed of any changes to their e- mail address.

PUBLIC SCHOOL CHOICE OPTIONS

The No Child Left Behind Act of 2001 provides that parents/guardians of students enrolled in a Title I school in the District the first year following the building's identification as being in "School Improvement" have the right to transfer their children to another school in the District, provided there is a school that provides instruction at the students' grade level(s) and such school has not been identified as being in the process of school improvement, corrective action, or restructuring. However, if there is not another school in the district offering instruction at the students' grade level(s) that has not been identified as needing improvement, the Superintendent will contact neighboring districts and request that they permit students to transfer to a school in one of those districts. Supplemental Education Services (SES) will also be offered to students in any school no later than the first year following the building's identification as being in "School Improvement", regardless of whether a transfer option is available.

Additionally, if a school within the district has been designated as "persistently dangerous" as defined by State law, students have the right to transfer to another "safe" school in the district. If there is not another "safe" school in the district providing instruction at the students' grade level(s), the Superintendent shall contact neighboring districts and request that they permit students to transfer to a school in one of those districts. Further, if a student is a victim of a violent crime on school property, s/he also has the right to transfer to another school in the district. If there is not another school in the district providing instruction at the student's grade level, the Superintendent shall contact neighboring districts and request that they permit that student to transfer to a school in one of those districts providing instruction at the student's grade level (Board Policy 2623).

SECTION III - STUDENT ACTIVITIES

SCHOOL-SPONSORED CLUBS AND ACTIVITIES

The Pleasant Local School District provides students the opportunity to broaden their learning through curricular-related activities. A curricular-related activity may be taken for credit, required for a particular course, and/or contain school subject matter.

Extra-curricular activities do not reflect the school curriculum but are made available to students to allow them to pursue additional worthwhile activities such as recreational sports, drama, and the like (Board Policy 2430).

All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements. Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (Board Policy 5610.05).

NONSCHOOL-SPONSORED CLUBS AND ACTIVITIES

Non-school-sponsored student groups may meet in the school building during non-instructional hours. The application for permission to use school facilities can be obtained from the Principal. The applicant must verify that the activity is being initiated by students, that attendance is voluntary, that no school staff person is actively involved in the event, that the event will not interfere with school activities, and that non-school persons do not play a regular role in the meeting. All school rules relating to student conduct and equal opportunity to participate apply to such activities.

Membership in any fraternity, sorority, or other secret society as proscribed by law is not permitted. All groups must comply with School rules and must provide equal opportunity to participate.

No non-district-sponsored organization may use the name of the school or school mascot on any materials or information (Board Policy 2430).

ATHLETICS

The Pleasant Local Schools provides a variety of athletic activities in which students may participate provided they meet eligibility requirements established by the Board and by the Ohio High School Athletic Association (OHSAA). Participation in these activities is a privilege and not a right. Students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05.

Contact the athletic director for a list of activities currently beingoffered.

ACADEMIC ELIGIBILITY

There are specific criteria to be academically eligible to participate in athletics. The first is provided by the OHSAA and the second is provided by the PLS Board of Education.

- You must enroll and pass five one-credit courses or the equivalent, each of which count towards graduation each marking period. PE courses or other .25 credit coursed do not count towards this requirement. Talk to your Athletic Director before dropping courses to determine how it will affect your eligibility.

- You must have maintained a minimum 1.5 GPA during the grading period prior to the grading period in which s/he wishes to participate (Board Policy 2430 and 2431).

- Grades received during summer school do not count towards eligibility

- CCP grades
    A. Spring CCP grades count towards 1st Quarter eligibility
    B. CCP Grade verification forms will be used for 2nd and 4th quarter eligibility
    C. Fall semester CCP grades will be used for 3rd quarter eligibility

STUDENT EMPLOYMENT

It is recommended that students not take jobs outside of school that could interfere with their success in school. If a student elects to maintain a job in addition to going to school, s/he must first contact his/her counselor to obtain a work permit. All working students are required by the State of Ohio to have a work permit up to the age of 18. Students working without a work permit place their employers in jeopardy of legal action by state authorities (Board Policy 5895).

STUDENT ATTENDANCE AT SCHOOL EVENTS

Students are encouraged to attend as many after school events as possible, without interfering with their school- work and home activities. Enthusiastic spectators help to build school spirit and encourage those students participating in the event.

It is strongly advised that students attending evening events as nonparticipants be accompanied by a parent or adult chaperone. The Board is not responsible for supervising unaccompanied students nor will it be responsible for students who arrive without an adult chaperone (Board Policy 5855).

STUDENT PRECINCT WORKERS

In conjunction with the County Board of Elections, Pleasant Local Schools will permit high school students to apply and, if appointed by the Board of Election, to serve as precinct officers at a primary, special, or general election.

To be eligible, a student shall be:

A. A United States citizen.

B. A resident of the county.

C. At least seventeen (17) years of age

D. Enrolled in the senior year of high school

As part of the application process, the student shall declare his/her political party affiliation with the Board of Election. Any student selected shall be excused from school on the day of an election at which the student is serving as a precinct officer (Board Policy 5725).

SECTION IV - STUDENT CONDUCT

ATTENDANCE

School Attendance Policy

Good attendance results in success at school; Therefore, Pleasant High School strongly encourages regular attendance in accordance with the Ohio Law. Parents are asked to report their child's absence from school as soon as they are aware of their child's absence. The school will attempt to contact the parent of each absent student who is not reported. Regardless of whether communication is made, students who miss all or part of the previous day must report to the attendance office with a signed parental note (5 maximum per semester) or doctor's certification upon their return, prior to the start of the school day. Failure to supply an acceptable note upon return to school results in an unexcused absence. Absences are either excused or unexcused. It is possible for a student to be unexcused even though a parent gives permission for the absence. Students arriving or leaving school for a doctor's appointment must bring a doctor's certification upon return to school, in order for the absence to be excused.

Early Dismissal - This includes medical excuses

No student will be allowed to leave school prior to dismissal time without either:

1. Written request signed by the parent or guardian or,
2. The parent or guardian coming to the school office to request and sign for the release or,
3. Via a parental phone call or,
4. A student may be released on his/her own only with verified parental permission.
5. No student will be released to a person other than a custodial parent or guardian without a permission note signed by the custodial parent or guardian or verified parental permission

Excused Absences
The following are examples of what the school will consider legitimate reasons for students to miss school:

- Personal illness (chronic absences due to illness may require a doctor's note);
- Quarantine of the home;
- Serious illness or death in the immediate family;
- Emergency circumstances, as granted by the principal;
- Authorized religious holiday;
- Approved school activities.

Excused Absence Guidelines

Pleasant High School students may miss up to 5 days or 30 hours of school per semester, without a medical excuse, provided the reasons comply with the previous list of legitimate reasons for an excused absence, and a parent note is supplied. Excused absences beyond 5 school days or 30 hours per semester must be accompanied by a medical excuse, or the absence will be treated as unexcused.

Unexcused Absences
The Following are some examples of an unexcused absence:

- Truancy; includes but not limited to exceeding 5 note parent limit per semester
- Suspension;
- Shopping;
- Trips not approved in advance;
- Missing the school bus, and/or car trouble, and/or oversleeping;
- Hunting;
- Fishing;
- Attending games;
- Gainful employment;
- Birthdays;
- Taking your son or daughter to work day or other celebrations;
- Hair appointments;
- Job hunting;
- Any other absences deemed unexcused by the administration.

Unexcused Absence Guidelines
Any absence which is not excused or pre-approved (including truancies/class cuts) or **are beyond the 5 day or 30 hours parent note limit per semester**, without a medical excuse will be considered unexcused and the student is considered truant.

Students who are beyond their 5 absences or 30 hours per semester are considered truant and will be consequenced for their absence unless a legitimate doctor's excuse is received which excuses the absence(s) and is approved by the Principal. Students and parents may be cited to Marion County Juvenile Court for not attending school.

Habitual Absences/Truancy Consequences
Student Consequences for absences (Beyond 5 days per individual class or 30 total hours)

1. **First offense** – The student will receive one after school detention.
2. **Second offense** – The same penalty as the first offense.
3. **Third offense** – The student may receive, but not limited to, three days of after school detention or a Saturday school.
4. **Fourth Offense** – Same as above (less letter to parent) - The student will lose driving privileges and will not be allowed to attend school field trips.
5. **Fifth offense** – Same as #3 plus the possibility of loss of credit for classes taken. A fifth unexcused absence may require the parent and student to attend a parent involvement program (Absence Intervention Meeting) and an Absence Intervention Plan (AIP) will be developed. As mandated by Ohio law, failure of the student to make satisfactory progress per the AIP will require a court complaint to be filed.
6. **Any subsequent offenses** – If the student has not made satisfactory progress per the AIP, a court complaint

may be filed. Having subsequent offenses would be a strong indicator that satisfactory progress has not been made and court involvement becomes likely. The student may receive, but not limited to, three days of after school detention or a Saturday school and possible loss of school driving privileges (length of time determined by administration); and other sanctions/measures as determined by the AIP.

Loss of Credit Policy
Students with excessive absences may face the possible loss of credit for work. Students with 10 absences per semester from any course may be removed from that course and may lose credit for that course after a due process hearing with the Principal and Guidance Counselor.

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Absences for any reason, whether excused or unexcused, reduce instructional time and have an adverse impact on student learning. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session or during the attendance sessions to which the student has been assigned.

A student in grades 9 through 12 may be considered a full-time equivalent student provided the student is enrolled in at least five (5) units of instruction, as defined by State law, per school year.

In accordance with statute, the Superintendent shall require, from the parent of each student of compulsory school age or from an adult student who has been absent from school or from class for any reason, a written statement of the cause for such absence. The Board of Education reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

The Board considers the following factors to be reasonable excuses for time missed at school:

A. personal illness (a written physician's statement verifying the illness may be required)

B. appointment with a health care provider

C. illness in the family necessitating the presence of the child

D. quarantine of the home E. death in the family

F. necessary work at home due to absence or incapacity of parent(s)/guardian(s)

G. attendance at a driver’s education course for up to two (2) hours on no more than four (4) days (limited to a total of eight (8) hours during the school year), provided that the absence does not occur during a core curriculum subject course

H. religious expression days, up to three (3) of which may, after approval by the principal in accordance with this policy, permit the student to be absent without any academic penalty

I. out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity

Any classroom assignment missed due to the absence shall be completed by the student.

If the student will be absent for twenty-four (24) or more consecutive hours that the student's school is open for instruction, a classroom teacher shall accompany the student during the travel period to provide the student with instructional assistance.

J. such good cause as may be acceptable to the Superintendent

K. medically necessary leave for a pregnant student in accordance with Policy 5751

L. service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725

M. college visitation The District requires verification of the date and time of the visitation by the college, university, or technical college.

N. absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status

O. absences due to a student being homeless

Attendance need not always be within the school facilities, but a student will be considered to be in attendance if present at any place where school is in session by authority of the Board.

The Board shall consider each student assigned to a program of other guided learning experiences to be in regular attendance for the program provided that the student reports to such staff member the student assigned for guidance at the place in which the students conducting study and regularly demonstrates progress toward the objectives of the course of study.

The Superintendent may excuse a student over fourteen (14) years of age from attendance at school for a future limited period for the purpose of performing essential work directly or exclusively for the parents or guardians. Such an excuse should not exceed five (5) days and may at the discretion of the Superintendent be renewed for five (5) additional days. At no time, however, shall such excuse cause a student to be absent from school for a period of more than ten (10) consecutive days.

At the discretion of the Superintendent, a student may be excused for a longer period of time than ten (10) days if a child's parent or guardian has recently died or become totally or partially incapacitated and there is no older brother or sister living in the home who is out of school. (The Superintendent may request a certificate of a physician attesting to the physical condition of the parent or guardian.)

Contacting the Parent/Guardian of an Absent Student

When a parent, guardian, or other person having care of a student has failed to initiate a telephone call or other communication notifying the school or building administration of the student's excused or unexcused absence within 120 minutes after the beginning of the school day, the attendance officer or designee for each school building shall make at least one (1) attempt to contact the parent, guardian, or other person having care of any student who is recorded as absent without legitimate excuse within 120 minutes after the beginning of each school day by a method designated by the Superintendent in accordance with Ohio law (see AG 5200).

A student may have an excused absence for medical reasons, such as personal illness or medical visit, subject to the following rules. A student may have up to five (5) medically excused absences without a doctor’s note, but with a phone call from a parent/guardian. This policy will be extended beyond five (5) days if the student or someone in the student’s family is in quarantine due to a recognized pandemic/epidemic (e.g., COVID-19) or experiencing symptoms of the pandemic/epidemic. A medical excuse for personal illness will be accepted in the form of a doctor’s note within three school days of the absence or parent call-in on the day of the absence due to illness or doctor’s visit.

Attendance at a Driver’s Education Course

The District will excuse a high school student from school to attend a driver’s education course that is approved by the Director of Public Safety in accordance with Chapter 4508 of the Revised Code. The student may be absent for up to two (2) hours per day on no more than four (4) days during the school year (limited to a total of eight (8) hours), provided that the absence does not occur during a core curriculum subject course. The Board deems all graded courses to be core curriculum including, but not limited to, courses that have State-approved learning standards. Days missed do not need to be consecutive.

Students who miss school to attend a driver’s education course are required to complete any missed classroom assignments.

Religious Expression Days

The Principal will approve up to three (3) religious expression days per school year after receiving a written request from the student's parent or guardian. Religious expression days may be used to take holidays for reasons of faith or religious or spiritual belief system or participate in organized activities conducted under the auspices of a religious denomination, church, or other religious or spiritual organization. Students who are

absent on approved religious expression days will not face any academic penalties and will be provided with academic accommodations with regard to examinations and other academic requirements that are missed.

To receive accommodations for religious expression days, parents or guardians must submit written requests to the Principal within fourteen (14) days after the start of the school year or fourteen (14) days after a student is enrolled in the District. The requests must specify the religious expression day(s) to be approved. The Principal will approve the days without inquiring into the sincerity of a student's religious or spiritual belief system. However, the Principal may verify the authenticity of a request by contacting the parent or guardian to confirm they signed it. The Principal may deny the request for religious expression days if the parent or guardian indicates that the signature is not authentic. Once the days have been approved, the Principal will ensure that each teacher schedules a time and date for alternative examinations or other academic requirements that conflict with the student's absence. Students may participate in interscholastic athletics or other extracurricular activities on days in which the student is absent for religious expression.

The District has adopted the following procedure for a student, parent, or guardian to notify the District of any grievance with regard to the implementation of this policy. A grievance must be submitted in writing to the Superintendent.

The Superintendent will review the grievance and issue a written determination of whether the policy has been violated. The decision of the Superintendent is final and not subject to further appeal.

The District will notify parents and guardians annually about this policy and the procedures that they must follow to request accommodations for religious expression days.

The policy will be placed in a prominent location on the District's website and will include the contact information for an individual who can provide further information about the policy. The District will also publish a non-exhaustive list of major religious holidays, festivals, and religious observations as published by the State Superintendent for which an absence will not be unreasonably withheld or denied. The list will be provided whenever the policy is posted, printed, or distributed, and will be accompanied by a statement that declares the list is non-exhaustive and may not be used to deny accommodations to a student for a holiday, festival, or observation that is not included in the list. Nothing in this policy, and no inclusion or exclusion of a religious holiday or festival on the list posted by a District, shall preclude a student from full and reasonable accommodations for any sincerely held religious beliefs and practices with regard to all examinations or other academic requirements and absences for reasons of faith or religious or spiritual belief system.

Parent Notification of Excessive Absences

When a student of compulsory school age is absent from school in excess of thirty (30) or more hours, the District or school shall notify the child's parent or guardian of the child's absences, in writing. At the same time written notice is given, any appropriate intervention strategy listed in this policy may be taken.

Habitually Truant

A student will be considered habitually truant if the student is of compulsory school age and absent without a legitimate excuse for thirty (30) or more consecutive hours, for forty-two (42) or more hours in one (1) school month, or for seventy-two (72) or more hours in one (1) school year.

Legitimate excuses for the absence of a student who is otherwise habitually truant include but are not limited to:

A. the student was enrolled in another school district;

B. the student was excused from attendance in accordance with R.C 3321.04; or

C. the student has received an age and schooling certificate.

The District’s attendance officer shall file a complaint in the juvenile court against any student who is habitually truant unless the District or the student’s school determines that the student and the student’s family are making satisfactory progress in improving the student’s attendance at school. If no determination of progress is made, or if the school determines that the student and the student’s family have ceased to continue making progress in improving the student’s attendance, the attendance officer shall proceed to file a complaint in juvenile court against the student. The complaint will allege that the child is unruly for being habitually truant, and the parent, guardian, or other person having care of the child has violated Revised Code 3321.38.

If a student who is habitually truant violates the order of a juvenile court regarding the student's prior adjudication as an unruly child for being a habitual truant, the student may further be adjudicated as a delinquent child.

Tiered System of More Intensive Interventions and Supports

The District implements a tiered system of interventions and supports for students to increase attendance. The system is designed to provide resources to students and their families to address the root cause of student absences. More intensive interventions and support are provided to students with greater numbers of absences.

Intervention Strategies

The term "chronically absent" means that a student has missed at least ten percent (10%) of the minimum number of hours required in the school year. In order to address the attendance practices of students and prevent students from becoming chronically absent, the District will implement one (1) or more of the following intervention strategies:

A. provide counseling to the student

B. request or require the student's parent to attend a parental involvement program

C. request or require a parent to attend a truancy prevention mediation program

D. take appropriate legal action

E. assignment to an alternative school (Note: If the District has established an alternative school, it must appear as an alternative intervention strategy.)

Students shall not be suspended, expelled, or otherwise prevented from attending school because of the student's absences.

Absence Intervention Team

The District will establish at least one (1) absence intervention team ("AIT") in each school building. The AIT will work with students at risk of becoming chronically absent and their families to improve the students' attendance. The Superintendent will develop administrative guidelines that address AIT membership, criteria for when the AIT will work with students and families, and strategies and resources that may be utilized by the AIT to improve school attendance.

Educational Program

The Superintendent is authorized to establish an educational program for parents of truant students which is designed to encourage parents to ensure that their children attend school regularly. Any parent who does not complete the program is to be reported to law enforcement authorities for parental education neglect, a fourth-class misdemeanor if found guilty.

This policy was developed after consultation with the judge of the juvenile court of Marion County, with the parents, guardians, or other persons having the care of the students attending school in the district, and with appropriate State and local agencies.

The policy aligns with District and school improvement plans developed pursuant to State and Federal law.

Revised 1/6/25

Make-Up Opportunities

A student may make-up units of study with a properly licensed teacher if the principal has granted approval. Students will be given the opportunity for making up work missed due to approved absences. The length of time for completion of make-up work shall be commensurate with the length of the absence plus one day.

Tardiness

Each student is expected to be in his/her assigned location throughout the school day. Only when tardiness that is accompanied with a doctor's excuse, court excuses or a death in the family will be excused. All other tardies will be counted

as unexcused and will count against the student.

A. Tardy to School – Per Quarter
    a. If a student is late arriving to school, he/she must report to the office and sign in before going to his/her assigned location. A student that arrives after second period will be considered a ½ day's absence.
    b. The following will be consequences for students with more than 3 combined offenses of this variety in a single quarter:
        i. 4th offense – After school detention
        ii. 5th offense – Saturday School
        iii. 6 offense & beyond – Saturday School and possible loss of driving privileges

Notification of Absence

If a student will be absent, the parents must notify the school at (740) 389-2389 by 7:20 am and provide an explanation. If prior contact is not possible, the parents should provide a written excuse as soon as possible after the student's absence. When no excuse is provided, the absence will be unexcused, and the student will be identified as truant for that school day. If the offered excuse for a student's absence is questionable or if the number of student absences is excessive, the school staff will notify the parents of the need for improvement in the student's attendance.

A skipped class or part of the school day will be identified as an unexcused absence. The student will also be subject to disciplinary action.

Students with a health condition that causes repeated absences must provide the administration with an explanation of the condition from a registered physician.

When a student is absent and the parent/guardian has not notified the school by 7:20 am, an automated call will go out 30 minutes after the start of the school day informing parents/guardians of their child's absence.

Homebound Instruction

The Pleasant Local School District may arrange for individual instruction at home for students who are unable to attend school because of an accident, illness, or disability. Such instruction may be arranged upon receipt of documentation of the student's condition from a physician. For more information, contact the school guidance counselor.

Make-up of Tests and Other School Work

Students who are absent from school shall be given the opportunity to make-up missed work. The student should contact the teacher of each class they were absent from as soon as possible to obtain assignments.

- The student has the number of school days absent plus one to make-up any missed work. This time period will begin upon a student's return to school.

If a student misses a teacher's test due to an excused absence, s/he should make arrangements with the teacher to take the test at another time. If s/he misses a State-mandated assessment test or other standardized test, the student should consult with the guidance counselor to arrange for administration of the test at another time.

Suspension from School

Absence from school due to suspension shall be considered an authorized absence.

A suspended student will be responsible for making up schoolwork missed due to suspension. Assignments may be obtained from the principal beginning with the first day of suspension. Make up of missed tests may be scheduled when the student returns from school.

- The student must complete missed assignments during the suspension and turn them in to the teacher by the time the student returns to school.

- The student will be given full credit for properly completed assignments and will receive a grade for any made-up tests.

Unexcused Absences

Any student who is absent from school for all or any part of the day without a legitimate excuse shall be considered

truant and the student and his/her parents shall be subject to the truancy laws of the State. (Please refer also to "Truancy" on page 33 of this handbook.)

If a student under the age of 18, has 10 or more consecutive or 15 total days of unexcused absence during the school year, s/he will be considered habitually absent and will be reported to the Judge of the Juvenile Court and to the Bureau of Motor Vehicles for suspension of his/her driver's license, if appropriate, as a result of this excessive absence.

Vacations During the School Year

Vacation/travel-related absences are not listed as a separate excused absence category in Board Policy 5200 and will be considered under Policy 5200, including "such good cause as may be acceptable to the Superintendent."
Vacation or travel-related absences are discouraged during the school year and must be approved in accordance with Board Policy 5200. Approval is not automatic and may depend on the student's attendance history, academic standing, and the reason for the absence. Missed work remains the responsibility of the student.

EARLY DISMISSAL

No student may leave school prior to dismissal time without a parent or guardian either submitting a signed written request or coming to the School Office personally to request the release. No student will be released to a person other than a custodial parent(s) or guardian without a written permission note signed by the custodial parent(s) or guardian.

CODE OF CONDUCT

Student Conduct

A major component of the educational program is to prepare students to become responsible citizens by learning how to conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State and local laws and rules and Board policies and Administrative Guidelines, and in a way that respects the rights and safety of others. Staff will take corrective action to discipline a student and/or to modify the student's behavior when a student's behavior does not fall within these parameters.

School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances.

The Board of Education shall, in compliance with state law, establish procedural standards for the removal; suspension and expulsion of students from public schools as stated in Amended Substitute House Bill #421, amended section 3313.66, Ohio Revised Code. The Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning, and that stated disciplinary action is enforced against those who would prevent or destroy such an environment.

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

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

FORMS OF DISCIPLINE

Detention

An individual classroom teacher may assign an after-school or lunchtime detention. After-school detention will be held at designated times. Detention, as a means of disciplinary action, gives the student the opportunity to correct behavior and improve skills before administrative intervention is necessary. Students must bring school related materials to detention and may not sleep. School personnel will supervise the detention. Parents receive written notification of a detention, and attendance is required for any student who is assigned. Failure to attend will result in disciplinary action under the Student Conduct Policy. Transportation is the responsibility of the parent/guardian.

Extended School Detention/Wednesday School
Extended School Detention will meet from 2:30 to 4:30. No students will be dismissed early for any reason except an emergency. Students must bring academic work with them and be engaged in academic work for the time period. Students who fail to attend or who are dismissed for disciplinary reasons will be suspended from school. Parents and Guardians are responsible for picking their child up after Wednesday School.

Saturday School
Saturday school will be in session from 8:15 am to 11:45 am. Students will be required to study quietly during this time. Each student shall arrive with sufficient educational materials to be busy during this 3 1/2-hour study period.

The following rules apply to Detention, In-School Discipline, and Saturday School:

- Students are required to have class assignments with them.
- Students are not to communicate with each other unless given permission to do so.
- Students are to remain in their designated seats at all times unless permission is granted to do otherwise.
- Students shall not be allowed to put their heads down or sleep.
- No electronic communication devices, cards, magazines, or other entertainment/recreational articles or devices shall be allowed in the room.
- No food or beverages shall be consumed.
- Any student who has not passed all of the State-mandated assessment tests will be required to work on a study packet for one or more of the un-passed tests.

Transportation to and from Saturday school is the student/parent's responsibility.

In-School Suspension
In-School Suspension is an in-house component of the Pleasant disciplinary system. The ISS may be used as a short or long-term educational placement, an alternative disciplinary measure to Out-of-School Suspension, for the emergency removal of a student and/or other situations. When assigned to ISS as a disciplinary consequence, students will remain within its confines throughout the school day, except for providing restroom breaks.

Students must bring Chromebook and necessary materials to ISS in the morning, as they will not be permitted to visit their locker during school hours. Students will be provided with their assignments for each class, which are eligible for credit. Failure to successfully complete the day in ISS, including completion of all assignments, will result in further disciplinary
measures.

Specific rules, guidelines and expectations are posted in the ISS. In addition to the rules of ISS, all school district rules and policies will apply to students in ISS. Phone use is not permitted in ISS, please leave your phone at home or you will be required to check it in while in ISS. Students who are disruptive in ISS or who do not follow the prescribed rules may be suspended out of school or additional time may be assigned. An assignment to ISS is not appealable.

Students will not be counted absent from school on days attending ISS. Students absent from school for any reason will serve their assigned day(s) immediately upon their return. Any student involved in extracurricular activities will not be eligible to participate for all days in ISS if assigned to ISS for disciplinary reasons. The student may ride the school bus to and from school.

Out of School Suspension
Students who are suspended out of school or expelled may not be present on school property, participate or attend any school activities or contests, or be present at activities or on property controlled by the school. **Students who are suspended from school may complete any assignments, homework or assessments they miss as a result of the suspension.** It is solely the responsibility of the students to obtain the missed assignments, homework, or assessments. Students are permitted one additional day per suspended day to complete the missed schoolwork. For example, a student who is suspended for three (3) days, may have three days to make up the missing schoolwork once they return to class. Suspension days count as absences from school but not unexcused.

Expulsion
The student is removed from school property a set number of days as specified by State law. Expulsion may result in the loss of credit for courses being taken at school, at Tri-Rivers Career Center, or at any college or university, whether under an Education Option, CCP, or at the student's own expense.

Disciplinary Action from Tri-Rivers Career Center (or other partner institutions)
Tri-Rivers Career Center is an extension of our school program; therefore, students who elect to attend the career center

are subject to disciplinary action based upon the Student Code of Conduct of either Pleasant High School and/or Tri-Rivers Career Center. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for similar disciplinary action by the other school. This policy extends to any additional college, university, school, career center, or other educational institution that the district partners with.

Code of Conduct
No student has the right to interfere with a teacher's efforts to teach or with fellow students' right to learn. A student who takes part in an action that creates either of the above negative situations will either change his/her actions or be removed from the student body at Pleasant High School.

The examples of misconduct listed below will result in the following penalties, which are cumulative for any offense in this section. This includes misconduct by a pupil that occurs off property owned or controlled by the district but that is connected to activities or incidents that have occurred on property owned or controlled by the district.

Violations of specific rules in the handbook may result in any of the following forms of discipline:

- Detention
- Wednesday School (3 Hour Detention)
- Saturday School
- In-School Suspension
- Up to 10 Days of Out of School Suspension
- Up to 10 Days of Out of School Suspension with the Recommendation for Expulsion
- Referral to law enforcement and/or court system

PBIS
Pleasant Local Schools has adopted a research-based system that utilizes a positive approach to discipline, which leads to a reduction in office referrals, in-school suspensions and out-of-school suspensions that decrease instructional time for students. This system is referred to as the Positive Behavioral Interventions and Supports System, known as PBIS.

PBIS is a framework that guides school teams in the selection, integration and implementation of evidence-based practices for improving academic, social and behavior outcomes for all students. The PBIS process emphasizes four integrated elements: (1) Data for decision making (2) Evidence based interventions and practices that support varying student needs (multi-tiered) (3) Systems that efficiently and effectively support implementation of these practices. (4) Continual progress monitoring to ensure outcomes are met.

For more information, please contact your building principal.

SECTION I

RULE 1 - Disruption of School
In order to provide an appropriate climate for learning, Pleasant Schools will not tolerate any disruption of school. Students will not use force, coercion, violence, threat, harassment or insubordination, horseplay, throwing of any objects or other offenses, which may result in injury to others, which obstructs the educational process including all curricular or extracurricular activities. In certain situations, first offense discipline may be bypassed if deemed to be more severe in nature.

RULE 2 - Profanity, Obscene and/or Inappropriate Language And/or Drawings
A student may not use or display profanity, obscene and/or inappropriate language or symbols, either written or verbal in communicating with any faculty member, other school personnel, student, or any other person. Examples would include, but not be limited to, the use of obscene gestures, signs, pictures, and publications. Drawing or displaying of drug symbols or paraphernalia will not be tolerated.

RULE 3 - Truancy
Being absent from any portion of the school day without authorization is truancy. Leaving the classroom without permission of the teacher or leaving the school building and/or grounds without permission of the principal is truancy. Unauthorized absence for the entire school day will result in a more severe penalty.

RULE 4 - Unauthorized Sale, Distribution and/or Display
A student shall not sell, distribute, or display or attempt to sell, distribute or display any object or material, which has not been authorized for sale or distribution, by the principal, to any person or property owned by the Board of Education.

RULE 5 - Disrespect

A student may not intimidate, insult, or in other ways abuse verbally, symbolically, or in writing any member of the school staff, the student body, or any other person.

RULE 6 - Physical/Verbal Harassment
Students will not be involved in pushing, shoving and/or verbal abuse to other students or staff at all items under this section as referenced in the board policy.

RULE 7 - Gambling
A student shall not gamble or engage in any type of betting activity for money or valuables on school property or at school functions.

RULE 8 - Use of Flame Producing Devices
The unauthorized use or possession of matches, lighters or other flame producing devices on school property is not permitted.

RULE 9 - Loitering
Loitering is defined as a student's presence in a restricted area at an unauthorized time. This includes the hallways, student parking lot, etc.: no student is to be in the parking lot during school hours without administrative permission.

RULE 10- Public Display of Affection
Students at Pleasant High School will not be permitted to hold hands or engage in any other types of contact (embracing, kissing, etc.). Such conduct is prohibited during school hours and school functions including school parking lots.

RULE 11 - Insubordination
Failure to comply with directions from teachers, student teachers, school aides, bus drivers, principals, and/or authorized school personnel is insubordination. Teachers are authorized to make rules that apply in their areas of instruction and supervision, which will aid in efficient operation. Pupils shall promptly comply with a request or directive made by a teacher.

SECTION II

These examples of misconduct that are cumulative will result in up to a 10-day suspension along with a possible recommendation for expulsion and/or police and court referral due to the more serious nature of these offenses. In all rules, students and their parents (guardians) will be held financially responsible for the acts the student commits on school property.

RULE 1- Vandalism and/or Destruction of School Property
A student may not cause or attempt to cause damage to school property including buildings, grounds, equipment, vehicles, or materials by means of vandalism, arson, or other ways.

RULE 2 - Vandalism and/or Destruction of Private Property
A student may not cause or attempt to cause damage to the private property of another while at school or at school sponsored events either home or away.

RULE 3 - Unauthorized Possession of Another Person's Property
A student may not engage in or be a partner in any way of the taking or acquiring of property of others without their consent. Any person in possession of any item, which is not theirs, will be in violation.

RULE 4 - Assault
A student may not cause physical injury or behave in such a way, which will threaten to cause physical injury to another student, teacher, staff, visitor or another person while under the jurisdiction of the school. Ex. - one student throwing punches and the second student does not. This definition is not the same as criminal assault.

RULE 5 - Accumulation of Violations-Gross Misconduct
A student may not accumulate minor offenses that, in their totality, constitute a disruption to the school program. A student may not violate prescribed probation conditions. Violation of this rule will result in suspension.

RULE 6 - Dangerous Weapons and Instruments
A student may not possess, handle, transmit, or conceal any object or instrument capable of harming another person either on school premises or at school functions. Some examples, not intended to be exhaustive, are guns, firecrackers, rifles, knives, ice picks, switchblades, brass knuckles, chemicals, gases, etc.

RULE 7 - Tobacco/Vape/Nicotine/Other Inhalants

Possession, use, transmission or concealment of tobacco products or electronic cigarettes or similar look alike devices in school, on school grounds, on school buses, and at any interscholastic competition, extra-curricular event, or other school-sponsored event is prohibited. Tobacco products include, but are not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that may contain tobacco. Smoking of electronic cigarettes, vapor devices, and other substitute forms of cigarettes whether they contain nicotine or not, are also prohibited. Possession of any or all parts of a tobacco product and/or electronic cigarette device is prohibited. This is a violation of the law, and charges may be filed.

Offenses Tobacco / Vaping Consequences

- First Offense Three days Out-of-School Suspension
- Second Offense Three days Out-of-School Suspension
- Third & Subsequent Offenses Five days Out-of-School Suspension

Tobacco/Vape/Nicotine/Other Inhalants Suspension/Discipline Reduction Options:
Three days Out-of-School Suspension may be reduced to one at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified below. Following the assessment, the student must complete the required education program.

SELF-REFERRAL
Students have the opportunity for a voluntary referral procedure to seek information, guidance, counseling and/or assessment in regard to the use or possession of tobacco, alcohol and other controlled or non-controlled substances. The student or his/her immediate family may make voluntary referrals. For a tobacco referral, the student must, within five days, provide verification of enrollment in an out-of-school education program approved by the principal or principal's designee. Parents must sign a release of information form to the principal/designee so that the students' progress in the program can be followed and written verification of completion given to the principal or principal's designee. The student must complete the program or receive original disciplinary action.

RULE 8 - Harassment of Staff Members/Students
A student may not vandalize a staff member/student's property or threaten either physically or verbally a staff member/student on school grounds or verbally/physically harass students/staff members in any way. This restriction applies to staff members off school grounds as well as their family members. All items under this section are referenced in the board policy.

RULE 9 - Violation of The Law
A student may not violate any law or ordinance when the student is properly under the authority of school personnel.

RULE 10 - False Alarms
A student may not initiate a classroom emergency alarm, fire alarm, 911 calls, or report a warning of a fire or catastrophe such as a tornado without cause. This includes using or pushing the alarm buttons or putting the Night lock Lockdown devices in place in classrooms and offices to create a false alarm or induce panic.

RULE 11- Threatening Behavior
A student may not initiate a threat or threatening behavior of any nature to individuals, groups, school buildings or any premises at which school activity is occurring at the time of the threat. This includes but is not limited to Board of Education owned vehicles.

1st offense - up to recommendation for expulsion from school for a period not to exceed one year.

RULE 12 – Fighting
A student may not be involved in a fight on school property, on/off school premises which directly affects other students or the school, Board of Education owned vehicles, or in attendance at any Board of Education activity. Retaliation or fighting back is considered fighting. If a student does not start a fight that does not mean the student will not be disciplined for fighting back. The throwing of punches can be considered fighting. Tackling, throwing another to the ground, could be examples of fighting.

RULE 13 - Failure to Attend Extended School Detention
A student may not fail to serve an assigned Extended School Detention. Notification of school officials in the event of emergency or illness MUST be made on or before the assigned date.

RULE 14 - Falsification of Documents
A student may not falsify any document needed for school record keeping. No student may sign another person's name to any excuse, bus pass, passport sheet, grade card, early dismissal request, cheating, doing other students work for them,

etc. Examples are not all inclusive.

RULE 15 - Use or Possession of Alcoholic Substance/Drugs/Drug Paraphernalia
Possession, use, transmission or concealment of any alcoholic beverages, illegal drugs, drug paraphernalia (which may include parts of electronic cigarettes or vapor devices) or look-alike devices is prohibited in school, on school grounds, on school buses, and at any interscholastic competition, extra-curricular event, or other school-sponsored event.

RULE 16 - Unruly Behavior
Unruly behavior that disrupts the normal school day will not be tolerated. Students that are disrespectful through their actions, comments, etc. will be disciplined. This applies to their behavior towards all school staff and students.

School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances (Board Policy 5500)

Expected Behaviors
Students are expected to:

- Act courteously to adults and fellow students;
- Be prompt to school and attentive in class;
- Work cooperatively with others when involved in accomplishing a common goal regardless of the other's ability, gender, race, or ethnic background;
- Complete assigned tasks on time and as directed;
- Help maintain a school environment that is safe, friendly, and productive;
- Act at all times in a manner that reflects pride in self, family, and in the school.

Classroom Environment
It is the responsibility of students, teachers, and administrators to maintain a classroom environment that allows:

A. A teacher to communicate effectively with all students in the class; and

B. All students in the class the opportunity to learn.

Dress and Grooming
Students are expected to dress appropriately at all times. Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted.

Students should consider the following questions when dressing for school:

Do my clothing expose too much? (No)
Does my clothing advertise something that is prohibited to minors? (No)
Are there obscene, profane, drug-related, gang-related, or inflammatory messages on my clothing? (No)
Am I dressed appropriately for the weather? (Yes)
Do I feel comfortable with my appearance? (Yes)

The following styles or manners of dress are specifically prohibited: midriff tops, cut-off, strapless and one-shoulder shirts; hats.

It is the policy of the Pleasant Local Schools Board of Education to recognize the rights and privileges of each student in the matters of dress and appearance to the extent that the exercise of that right does not interfere with the orderly process of education. Attempts by students to call undue attention to themselves and/or disrupt the teaching-learning process shall not be permitted. This would include but not limited to revealing clothing, distracting body piercing; or gang related dress (including bandanas); or clothing that advertises or displays alcohol, tobacco, drugs or gang colors and insignias or references.

Section 1:
Basic Principle: Certain body parts must be covered for all students at all times.
Clothes must be worn in a way such that private parts are fully covered with opaque, not excessively tight fabric. All items listed in the "must wear" and "may wear" categories below must meet this basic principle.

Section 2:
Students must wear while following the basic principle of Section 1 above:
A Shirt (with fabric in the front, back, and on the sides under the arms), AND Pants/jeans or equivalent (for example, a skirt, sweatpants, leggings, a dress or shorts), AND Shoes.

*Courses that include attire as part of the curriculum (for example, physical education class, professionalism, public speaking, and job readiness) may include assignment-specific dress but should not focus on covering bodies in a particular way or promoting culturally specific attire. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).

Section 3:
Students May NOT Wear:
- Violent language or images.
- Images or language depicting drugs or alcohol (or any illegal item or activity).
- Hate speech, profanity, pornography.
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
- Any clothing that reveals visible undergarments or exposes skin of areas listed in section 1.
- Accessories or clothing that could be considered dangerous, used as a weapon or used to conceal a weapon.
- Any item that obscures the face or head (such as hoods, sunglasses, hats, bandanas, etc.)
- Blankets. They can be brought to school but must remain in student lockers during the school day.

Section 4: Students May Wear, as long as these items do not violate the sections above:
- Hooded sweatshirts (as long as the hood does not cover the head, face, or ears)
- Yoga Pants, Leggings, Jeggings (provided that the leggings are not sheer, translucent or see through)
- Ripped jeans, as long as underwear and buttocks are not exposed.
- Athletic attire
- Visible straps on undergarments worn under other clothing (as long as this is done in a way that does not violate Section 1 above).

Section 5: Dress Code Enforcement
To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement.
Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined in Sections 1 through 4 above. Students in violation of Section 1 and/or 4 will be provided two (2) options to be dressed more to code during the school day:
- Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
- Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
- If students habitually violate the dress code consequences up to and including suspension may be administered.

All school time missed due to violation of the school dress code will be counted as unexcused absence time.

Any article of clothing or accessory that is deemed to be a distraction to the educational environment or create a potential safety issue will be addressed by the administration.

Gangs
Gangs that initiate, advocate or promote activities that threaten the safety or well-being of persons or that are disruptive to the school environment will not be tolerated.

Incidents involving initiations, hazing, intimidations or related activities that are likely to cause harm or personal

degradation are prohibited.

Students wearing, carrying or displaying gang paraphernalia or exhibiting behaviors or gestures that symbolize gang membership or causing and/or participating in activities that are designed to intimidate another student will be disciplined. Prohibited gang paraphernalia will be specifically identified and posted by the principal.

Care of Property

Students are responsible for the care of their own personal property. The school is not responsible for personal property. Valuables such as jewelry or irreplaceable items should not be brought to school.

Damage to or loss of school equipment and facilities wastes taxpayers' money and undermines the school program. Therefore, if a student damages or loses school property, the student and/or his/her parents will be required to pay for the replacement or repair. If the damage or loss was intentional, the student will be subject to discipline according to the Student Discipline Code.

BULLYING, HARASSMENT, AND INTIMIDATION

Harassment, intimidation or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship as per ORC 3313.666. Pleasant Local Schools will not tolerate any gestures, comments, threats, or actions, which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the district, including activities on school property, on a school bus, or while in route to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

Harassment, intimidation, or bullying means:

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

Any student who believes that s/he is the victim of any of the above actions or has observed such actions by another student, staff member, or other person associated with the district, or by third parties should contact the Building Administrator (Board Policy 5517.01).

Aggressive behavior is inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional health.

Deliberately making false reports about harassment, intimidation, bullying and/or other aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated.

1. **Harassment and/or Aggressive Behavior (including Bullying/Cyber-bullying)**

   Pleasant Local Schools encourage the promotion of positive interpersonal relations between members of the school community. Harassment and/or aggressive behavior (including bullying/cyber-bullying) toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse, and any speech or action that creates a hostile, intimidating, or offensive learning environment. Pleasant Local School will not tolerate any gestures, comments, threats, or actions, which cause or threaten to cause bodily harm or personal degradation. Individuals engaging in such conduct will be subject to disciplinary action.

Conduct constituting sexual harassment, may include, but is not limited to:

A. Verbal harassment or abuse;
B. Pressure for sexual activity;
C. Repeated remarks with sexual or demeaning implications;
D. Unwelcome touching;
E. sexual jokes, posters, cartoons, etc.;
F. Suggesting or demanding sexual involvement, accompanied by implied or explicit threats

concerning one's grades or safety;

G. A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;

H. Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.

Note: An inappropriate boundary invasion by a District employee or other adult member of the Pleasant School District community into a student's personal space and personal life is sexual harassment. Further, any administrator, teacher, coach, other school authority who engages in sexual or other inappropriate physical contact with a student may be guilty of criminal "child abuse" as defined in State law.

Conduct constituting harassment on the basis of race, color, national origin, religion, or disability may take different forms, including, but not limited to, the following:

A. **Verbal**:
The making of offensive written or oral innuendoes, comments, jokes, insults, threats, or disparaging remarks concerning a person's race, color, national origin, religious beliefs, or disability.

B. **Nonverbal**:
Placing offensive objects, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures based upon a person's race, color, national origin, religious beliefs, or disability.

C. **Physical**:
Any intimidating or disparaging action such as hitting, pushing, shoving, hissing, or spitting, on or by a fellow staff member, students, or other person associated with the district, or third parties, based upon the person's race, color, national origin, religious beliefs, or disability.

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

Any student who believes that s/he is the victim of any of the above actions or has observed such actions byanother student, staff member, or other person associated with the district, or by third parties should contact the District's Anti-Harassment Complaint Coordinator(s).

The Complaint Coordinators are available during regular school hours to discuss a student's concerns related to harassment and/or bullying/cyber-bullying, to assist a student who seeks support or advice when informing another individual about "unwelcome" conduct, or to intercede informally on behalf of the student.

The student may report his/her concerns to the Anti-Harassment Complaint Coordinators either by a written report, telephone, or personal visit. In reporting his/her concerns, the student should provide the name of the person(s) whom s/he believes to be responsible for the harassment and or bullying/cyber-bullying and the nature of the harassing and/or bullying/cyber-bullying incident(s). The Anti-Harassment Complaint Coordinators will promptly compile a written summary of each such report that will be forwarded to the Principal.

Each report will be investigated in a timely manner and as confidentially as possible. The district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. While a charge is under investigation, no information will be released to anyone who is not involved with the investigation, except as may be required by law or in the context of a legal or administrative proceeding. All records generated under the terms of this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law. All individuals involved in an investigation as either a witness, victim or alleged harasser and/or bully/cyber-bully will be instructed not to discuss the subject outside of the investigation.

If an investigation reveals that a harassment and/or bullying/cyber-bullying complaint is valid, appropriate remedial and or disciplinary action will be taken promptly to prevent the continuance of the harassment and/or bullying/cyber-bullying or its recurrence.

Given the nature of harassing and/or bullying/cyber-bullying behavior, the school recognizes that false accusations can have serious effects on innocent individuals. Therefore, all students are expected to act responsibly, honestly, and with the utmost candor whenever they present harassment and/or bullying/cyber-bullying allegations or charges.

Some forms of sexual harassment of a student may reasonably be considered child abuse that must be reported to the proper authorities.

These guidelines shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

Retaliation against any person, who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of harassment and/or aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as harassment and aggressive behavior. Making intentionally false reports about harassment or aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Anyone having further questions concerning prohibited behaviors and/or the complaint process should request a copy of Board policies and administrative guidelines 5517 and 5517.01.

1. Hazing

Performing any act, or coercing another, including the victim, to perform any act of initiation into any class, team, or organization, that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption or risk by an individual subjected to hazing shall not lessen the prohibitions contained in this rule.

Hazing by any individual, school group, club, or team is not permitted. This includes any form of initiation that causes or creates a risk of causing mental or physical harm, no matter how willing the participant may be. Hazing activities are prohibited at any time in school facilities, on school property, and/or off school property but connected to activities or incidents that have occurred on school property.

All incidents of hazing must be reported immediately to any of the following individuals: the building principal or other administrator; teacher; coach; student club advisor/supervisor, and/or Superintendent. Students who engage in hazing may also be liable for civil and criminal penalties.

DUE PROCESS RIGHTS

Before a student is suspended, expelled, or permanently excluded from school, there are specific procedures that must be followed.

As long as the in-school discipline is served entirely in the school setting, it will not require any notice or meeting or be subject to appeal (Board Policy 5611).

Suspension from School

When a student is being considered for a suspension, the administrator in charge will notify the student of the basis for the proposed suspension. The student will be given an opportunity to explain his/her view of the underlying facts. After that informal hearing, the Principal [or assistant principal or another administrator] will determine whether or not to suspend the student. If the decision is made to suspend the student, s/he and his/her parents will be given written notification of the suspension within one (1) day setting forth the reason for the suspension, the length of the suspension, and the process for appeal. The suspension may be appealed, within seven (7) days after receipt of the suspension notice, to the Superintendent. The request for an appeal must be in writing.

During the appeal process,

- The student shall not be allowed to remain in school.

If the appeal is heard by the Board's designee, the appeal shall be conducted in a private hearing. If the appeal is heard by the Board of Education, the appeal shall be conducted in executive session unless the student or his/her representative requests otherwise. A verbatim transcript will be made, and witnesses will be sworn in prior to giving testimony. If the appeal decision is to uphold the suspension, the next step in the appeal process is to the Court of Common Pleas.

Emergency Removal
If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process taking place either in a classroom or elsewhere on the school premises, the Superintendent, principal or assistant principal may remove the student from any curricular or extracurricular activity or from the school premises. A teacher may remove the student from any curricular or extracurricular activity under the teacher's supervision, but not from the premises.

If a teacher makes an emergency removal, the teacher will notify a building administrator of the circumstances surrounding the removal in writing within one (1) school day. No prior notice or hearing is required for any removal under this procedure. In all cases of normal disciplinary procedures where a student is removed from curricular or extracurricular activity for less than one school day, and is not subject to further suspension for expulsion, the following due process requirements do not apply.

If the emergency removal exceeds one (1) school day, then a hearing will be held on the next school day after the removal is ordered. Written notice of the hearing and the reasons for removal and any intended disciplinary action will be provided to the student, as soon as practical prior to the hearing. If the student is subject to an out of school suspension, the student will have the opportunity to appear at an informal hearing before the principal, assistant principal, Superintendent or a designee, and may challenge the reasons for the removal or otherwise explain his/her actions.

Within one (1) school day of the decision to suspend, written notification will be given to the parent(s)/guardian(s) or custodian(s) of the student. This notice will include the reasons for the suspension, the right of the student or his/her parent(s)/guardian(s) or custodian(s) to appeal to the Board or its designee, and the student's right to be represented in all appeal proceedings. If it is likely that the student may be subject to expulsion, the hearing will

take place within three (3) school days and will be held in accordance with the procedures outlined in the Student Expulsion Policy. The person who ordered or requested the removal will be present at the hearing. In an emergency removal, a student may be kept from class until the matter of the alleged misconduct is resolved either by reinstatement, suspension or expulsion.

Expulsion from School
When a student is being considered for expulsion, the student and parent will be provided with a formal notice of the proposed expulsion. This written notice will include the reasons for the intended expulsion, notification of the opportunity to appear in person before the Superintendent or the Superintendent's designee to challenge the reasons for the expulsion and/or explain the student's action, and notification of the time and place to appear. Students being considered for expulsion may be removed immediately. A hearing will be scheduled no earlier than three (3), nor no later than five (5) school days after the notice is given. Parents may request an extension of time for the hearing. The student may be represented by his/her parents, legal counsel, and/or by a person of his/her choice at the hearing.

In accordance with Board Policy 5610, the Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion will be imposed for the same duration that it would have been had the student remained enrolled.

If a student is expelled, the student and the student's parents will be provided with written notice within one (1) school day of the imposed expulsion. The notice will include the reasons for the expulsion, the right of the student, or the student's parent(s)/guardian(s) or custodian(s) to appeal the expulsion to the Board or its designee, the right to be represented in all appeal proceedings, the right to be granted a hearing before the Board or its designee, and the right to request that the hearing be held in executive session.

Within Fourteen (14) days after the Superintendent notifies the parents of the expulsion, the expulsion may be appealed, in writing, to the Board of Education or its designee. A hearing on the requested appeal will be formal with an opportunity for sworn testimony. If the expulsion is upheld on appeal, a student's parents may pursue further appeal to the Court of Common Pleas.

Students serving expulsions will not be awarded grades or credit during the period of expulsion. Expulsion for certain violations including use or possession of alcohol or drugs may result in revocation of student's driver's license. When a student is expelled, the Superintendent will notify any college in which the expelled student is enrolled under the Postsecondary Enrollment Option at the time the expulsion is imposed.

Permanent Exclusion
State law provides for the permanent exclusion of a student, 16 years of age or older who engages in certain criminal activity. Permanently excluded students may never be permitted to return to school anywhere in the State of Ohio. A permanent exclusion may be considered if the student is convicted or adjudicated delinquent for committing one or more of the following crimes while on the property of any Ohio school:

A. Conveying deadly weapons onto school property or to a school function;

B. Possessing deadly weapons onto school property or at a school function;

C. Carrying a concealed weapon onto school property or at a school function;

D. Trafficking in drugs onto school property or at a school function;

E. Murder, aggravated murder on school property or at a school function;

F. voluntary or involuntary manslaughter on school grounds or at a school function;

G. Assault or aggravated assault on school property or at a school function;

H. Rape, gross sexual imposition or felonious sexual penetration on school grounds, or at a school function, when the victim is a school employee;

I. Complicity in any of the above offenses, regardless of the location.

This process is formal and may follow an expulsion with the proper notification to the parents.

Discipline of Students with Disabilities
Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (I.D.E.I.A.), and, where applicable, the Americans with Disabilities Act (A.D.A.), and/or Section 504 of the Rehabilitation Act of 1973.

Suspension of Bus Riding/Transportation Privileges
When a student is being considered for suspension of bus riding/transportation privileges, the administrator in charge will notify the student of the reason. The student will be given an opportunity to address the basis for the proposed suspension at an informal hearing. After that informal hearing, the principal [or assistant principal or other administrator] will decide whether or not to suspend his/her bus riding/transportation privileges for all or part of the school year.

If a student's bus riding/transportation privileges are suspended, s/he and his/her parents will be notified, in writing within one day, of the reason for and the length of the suspension.

SEARCH AND SEIZURE

Administrators may search a student or his/her property (including vehicles, purses, knapsacks, gym bags, etc.) with or without the student's consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation of law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the district and students have no reasonable expectation of

privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted.

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

Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held or turned over to the police. The school reserves the right not to return items that have been confiscated (Board Policy 5771)

INTERROGATION OF STUDENTS

The Pleasant Local School District is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school property, if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property.

Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the room during questioning.

If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and s/he (or a designated guidance counselor) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the parent is the perpetrator,

neither parent will be contacted prior to questioning, but the building administrator (or a designated guidance counselor) will remain in the room during questioning.

If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent (Board Policy 5540).

STUDENT RIGHTS OF EXPRESSION

The Pleasant Local School District recognizes the right of students to express themselves. With the right of expression comes the responsibility to do so appropriately. Students may distribute or display, at appropriate times, non-sponsored, noncommercial written material and petitions; buttons, badges, or other insignia; clothing, insignia, and banners; and audio and video materials. All items must meet school guidelines.

A. Material cannot be displayed if it:
   1. Is obscene to minors, libelous, or pervasively indecent or vulgar;
   2. Advertises any product or service not permitted to minors by law;
   3. Intends to be insulting or harassing;
   4. Intends to incite fighting; or
   5. Presents a clear and present likelihood that, either because of its content or manner of distribution or display, it will cause or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.

B. Material may not be displayed or distributed during class periods, or between classes. Permission may be granted for display or distribution during lunch periods, and/or before or after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building.

Students who are unsure whether materials they wish to display meet school guidelines may present them to the Building Administrator twenty-four (24) hours prior to display.

Policy 2266 - Nondiscrimination on The Basis of Sex in Education Programs or

This guideline provides additional information about the district's procedures in addressing allegations of sex discrimination, including Sexual Harassment.
The following individual serves as the District's Title IX Coordinator and is responsible for overseeing and coordinating the district's efforts to comply with Title IX and its implementing regulations:
Dr. Shelly Dason, Student Services Director
740-389-4479
1107 Owens Rd. W.
Marion, Ohio 43302

The Title IX Coordinator reports directly to the Superintendent. Questions about Policy 2266 should be directed to the Title IX Coordinator.
To read the full board policy approved on March 4, 2021:
http://go.boarddocs.com/oh/pleasoh/Board.nsf/goto?open&id=BZ2Q9Q682C9E

SECTION V - TRANSPORTATION

Bus Transportation to School

The school provides transportation for all students who live farther than two (2) miles from school. The transportation schedule and routes are available by contacting the Supervisor of Transportation at (740) 389-5129.

Students may only ride assigned buses and must board and depart from the bus at assigned bus stops. Students will not be permitted to ride unassigned buses for any reason other than an emergency, except as approved by the Principal.

The principal may approve a change in a student's regular assigned bus stop to address a special need. Parents should send a note to the principal stating the reason for the request and the duration of the requested change.

Bus Conduct

Students who are riding to and from school on District-provided transportation must follow all basic safety rules. This applies to school-owned buses as well as any contracted transportation.

The driver may assign seating or direct students in any reasonable manner to maintain transportation safety.

Students must comply with the following basic safety rules:

Prior to loading (on the road and at school)
Each student shall:

- Be on time at the designated loading zone (5 minutes prior to scheduled stop);
- Stay off the road at all times while walking to and waiting for school transportation;
- Line up single file off the roadway to enter;
- Wait until the school transportation is completely stopped before moving forward to enter;
- Refrain from crossing a highway until the driver signals it is safe to cross;
- Properly board and depart the vehicle;
- Go immediately to a seat and be seated.

It is the parents' responsibility to inform the bus driver when their child will not be aboard school transportation. Drivers will not wait for students who are not at their designated stops on time.

During the trip
Each student shall:

- Remain seated while the school transportation is in motion;
- Keep head, hands, arms, and legs inside the school transportation at all times;
- Not push, shove or engage in scuffling;
- Not litter in the school vehicle or throw anything in, into, or from the vehicle;
- Keep books, packages, coats, and all other objects out of the aisle;
- Be courteous to the driver and to other riders;
- Not eat or play games, cards, etc.;
- Not use nuisance devices (e.g., laser pointers) on the bus in a way that disrupts the safe transportation of students and/or endangers students or employees;
- Not tamper with the school vehicle or any of its equipment (including but not limited to emergency and/or safety equipment).

Exiting the school vehicle
Each student shall:

- Remain seated until the vehicle has stopped;
- Cross the road, when necessary, at least 10 feet in front of the vehicle, but only after the driver signals that it is safe;
- Be alert to a possible danger signal from the driver.

The driver will not discharge students at places other than their regular stop at home or at school unless s/he has proper authorization from school officials.

Videotapes on School Buses
The Pleasant Local School District has installed video cameras on school buses to monitor student behavior.

If a student misbehaves on a bus and his/her actions are recorded on videotape, the tape will be submitted to the Principal and may be used as evidence of misbehavior.

Penalties for Infractions
A student who misbehaves on the bus shall be disciplined in accordance with the Student Discipline Code and may lose the privilege of riding on the bus.

Transportation of Students by Private Vehicle
When transportation by District vehicle is either not available or feasible, there may be a need to provide transportation to students by private vehicle. However, no students will be permitted to ride in a private vehicle unless written consent is provided by each student's parent using Form 8660 F2 – Parental Consent for Transportation by Private Vehicle. Upon request, parents of participating students will be given the name of the driver, the owner of the vehicle, and the description of the vehicle.

Self-Transportation to School
Driving to school is a privilege that can be revoked at any time. Students who are provided the opportunity to ride school transportation are encouraged to do so. Students and their parents assume full responsibility and liability for any transportation to and from school not officially provided by the school.

The following rules shall apply:

- Students under age 18 must have written parent permission prior to driving to school.
- Students and their parents shall complete the Student Vehicle Form 5515 F1 – Application to Drive Vehicles on School Property and provide evidence of:
    - Driver's license;
    - Insurance certificate;
    - Vehicle registration.
    - Students are required to obey the parking lot speed limit of 15 mph.
    - The student must obtain a permit from the main office and pay a fee of $5.00 for the entire school year.
    - If a student's parking permit is suspended, no fees will be refunded.
    - Agree to be tested by our random drug program.

Random Drug Testing for Student Drivers

- Any student who drives to school must drug test at the beginning of the year and be subject to random tests throughout the school year.

Consequences for Failing a Drug Test

- First Offense – The student will lose driving privileges for 30 days. The building administrator may, at their sole discretion, reduce all or part of the suspension of driving privileges if the student agrees to attend a drug education program by a Certified Chemical Dependency Professional.
- Second Offense – The student will lose driving privileges for 60 days. The building administrator may, at their sole discretion, reduce the suspension of driving privileges by 50% if the student agrees to attend a drug education program by a Certified Chemical Dependency Professional.
- Third Offense – The student will have their driving privileges suspended for the remainder of their high school career. If the student is actively participating in a treatment program their privileges may be reinstated. Prior to reinstatement the student must show significant progress toward rehabilitation from a Certified Chemical Dependency Professional.
- Any student caught attempting to cheat or helping another student to cheat on a drug test will be disciplined as though they tested positive.
- If a student tests positive, they will be tested the next 3 consecutive times. The cost of these tests additional tests will be applied to the students' fees.

Failure to comply with these rules will result in loss of privileges and/or disciplinary actions for a student.

- When the School provides transportation, students shall not drive to school-sponsored activities.
- Unless the student's parents provide written authorization for the student to drive and release the Board from liability using Form 5515 F2 - Parental Authorization and Release from Liability Form – which is approved by the principal.
- An approved student driver may not transport other students to a school-sponsored activity unless the parents of the approved student driver and the parents of the student(s) to be transported in the approved student driver's vehicle provide written authorization for the student to drive or to be transported and release the Board from liability using Form 5515 F2 – Parental Authorization and Release from Liability Form - which is approved by the principal.

- All vehicles entering school property are subjectto search and inspection.

Use of Motorized Utility Vehicles
The Pleasant Local School District regards the use of motor vehicles for travel to and from school by student as an assumption of responsibility on the part of those students – a responsibility in the care of property, in the observation of safety rules, and in the display of courtesy and consideration toward others – and an assumption of liability on the part of those students and their parent(s).

The Superintendent shall develop administrative guidelines for the operation and parking of motor vehicles by students, which shall include the requirement that students are licensed drivers and pass drug testing.

The Pleasant Local School District shall not be responsible for motor vehicles, which are lost, stolen, or damaged while on school property (Board Policy 5515).

NOTE: Be advised that the following forms must be available in the School Office as they are referenced in the Student/Parent Handbook:

- **Title VI, IX, 504 Grievance Form 2260 F1**
- **Notice of Nondiscrimination and Grievance Procedures for Title II, Title VI, Title VII, Title IX, Section 504 and ADA Form 2260 F2**
- **Authorization for Prescribed Medication or Treatment Form 5330 F1**
- **Authorization for Nonprescription Medication or Treatment, Secondary Version Form 5330 F1a**
- **Authorization for the Possession and Use of Asthma Inhalers Form 5330 F3**
- **Authorization for Nonprescription Medication or Treatment, Elementary Version Form 5330 F1b**
- **Parent/Student Acknowledgement of Student Handbook Form 5500 F1**
- **Memorandum to Parents Regarding School Board Policy on Drug-Free Schools Form 5530 F2**
- **Notification to Parents Regarding Student Records Form 8330 F9**
- **Notification to Parents on Blood-borne Pathogens Form 8453.01 F5**
- **Student Network and Internet Acceptable Use and Safety Agreement Form 7540.03 F1**
- **Application to Drive Vehicles On School Property Form 5515F1**
- **Parental Authorization and Release from Liability Form 5515 F2**
- **Request that Directory Information Not Be Released to Recruiters Without Prior Written Consent Form 8330 F13**
- **Parent Permission for the District to Communicate About a Student with the Parent Via Facsimile and/or E-mail Form 8330F**