

CLEARVIEW

HIGH SCHOOL STUDENT HANDBOOK



ALMA MATER

*Hail, Alma Mater hear our call
We're here to prove our loyalty to you
We'll always have our memories of you
Hail, Alma Mater, Clearview hear our call*

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Lorain, Ohio 44052
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www.clearviewschools.org

2019-2020 School Year

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CLEARVIEW HIGH SCHOOL PRINCIPAL'S MESSAGE

Hello students and families:

I would like to take this opportunity to welcome you to Clearview High School. Home of the CLIPPERS!

Clearview has a very strong history of academic excellence, pride, spirit, and community support. The school's faculty is dedicated to providing each student with the best education possible while maintaining an environment that is safe and secure. This is accomplished by creating a family atmosphere amongst all who enter the building.

I am asking that each student take full opportunity of the educational opportunities at Clearview. You are too important to allow these chances to pass. Find something at Clearview that interests you and stay involved with your school and community. We communicate through our Alert Now program, the Clearview website, Facebook and Twitter. Families and students, you are challenged with staying connected to what is happening in your school and community.

Our goal is to provide a safe environment; one that provides opportunities for student growth and success. Go Clippers!

Yours in education,

Noeleen L. Rothacker
Clearview High School
Principal

Community Alternative Funding

Clearview Local School District participates in the Community Alternative Funding System (CAFS). CAFS is a federally funded reimbursement program. We use a third party billing agency to submit CAFS claims. The agency, WESwurd, LLC, is owned and operated by Susan Bollin and is located at P.O. Box 105, Holland, Ohio 43528. WESwurd is in compliance with all federal privacy laws including the Health Insurance Portability Accountability Act (HIPAA) established in 1996.

The following is a list of personally identifiable information shared with WESwurd: Student's name, date of birth, social security number, district of residence, school of attendance, and professional services documentation. Professional services include screenings and assessments to determine eligibility for and the provision of services such as speech, occupational therapy, physical therapy, nursing, counseling, work study, case management, and psychological evaluations.

It is your right to deny access to personally identifiable information or to revoke the use of it for purposes of CAFS billing. Services will be provided regardless of disclosure of personally identifiable information. Copies of WESwurd's privacy policy are available upon request. All requests should be made in writing and mailed to:

**Susan Bollin, CAFS Coordinator
P.O. Box 105
Holland, OH 43528**

Clearview High School

Projected Fees for the 2019-2020 School year

Advanced Courses – English.....	\$10.00
Art I.....	\$5.00
Art II.....	\$10.00
Advanced Art.....	\$20.00
Art Independent Study.....	\$20.00
Ceramics.....	\$20.00
Child Development.....	\$10.00
Contemporary Folk Art.....	\$10.00
Digital Photography I (1 st Semester).....	\$5.00
Digital Photography II (2 nd Semester).....	\$5.00
Global Foods.....	\$15.00
Healthy Foods.....	\$20.00
Historical Cinema: Art History.....	\$5.00
Interior Design II.....	\$20.00
Intro to Family & Consumer Science.....	\$10.00
Personal Financial Management.....	\$5.00
Principal of Foods.....	\$20.00
RATS Food Science.....	\$20.00
Textile Design.....	\$20.00
Visual Design I (1 st Semester).....	\$10.00
Visual Design II (2 nd Semester).....	\$10.00

All student fees and debts should be paid as soon as possible.

Interim Progress Reports, Report Cards and extracurricular/athletic participation may be withheld until payment of all fees and debts is complete. If you feel that you may qualify for fee assistance or exemption, please contact the High School Office to obtain a Fee Waiver Application.

HIGH SCHOOL TELEPHONE NUMBERS

Mr. Jerome M. Davis, Superintendent	233-5412 ext. 1003
Mrs. Noeleen L. Rothacker, Principal	233-6313 ext. 2001
Mr. Michael Newman, Assistant Principal.....	233-6313 ext. 2001
Mr. Mike Collier, Athletic Supervisor	233-6313 ext. 1016
Mrs. Alicia Howard, Counselor (Students Last Name A-L).....	233-6313 ext. 2008
Mrs. Carolyn Kazel, Counselor (Students Last Name M-Z).....	233-6313 ext. 2009
Ms. Kelli Campbell, Secretary ~ High School Office	233-6313 ext. 2001
Mrs. Diane Lutz, Attendance Aide	233-6313 ext. 2002
Mrs. Diana Watson, Secretary ~ Guidance Office	233-6313 ext. 2007

CLEARVIEW SCHOOL DATES 2019-2020

August 19 - 20	Teacher's In-service Days
August 20	Open House (4:30-6:00 pm) & Freshmen Orientation (4:00 – 5:00 pm)
August 21	First Day of School
September 2	Labor Day – NO SCHOOL
September 5	School Pictures ☺
September 27	Parent/Teacher Conferences – NO SCHOOL
October 4	Fall Homecoming vs. Wellington
October 10	Picture Re-Takes ☺
October 11	NEOEA Day – NO SCHOOL
October 23	End of 1 st Quarter
October 24	2 nd Quarter Begins
October 25	Professional Development – NO SCHOOL
November 4	Professional Development – NO SCHOOL
November 27 - 29	Thanksgiving Break – NO SCHOOL
December 18 - 20	Mid Term Exams
December 23 - January 3	Winter Break – NO SCHOOL
January 4	School Resumes
January 10	1 st Semester/2 nd Quarter Ends
January 13	Teacher Records Day – NO SCHOOL
January 14	2 nd Semester/3 rd Quarter Begins
January 20	Martin Luther King, Jr. Day – NO SCHOOL
February 14	Parent/Teacher Conferences - NO SCHOOL
February 17	Presidents' Day – NO SCHOOL
March 16	Professional Development – NO SCHOOL
March 19	3 rd Quarter Ends
March 20	4 th Quarter Begins
April 10	Good Friday – NO SCHOOL
April 13 – 17	Spring Break – NO SCHOOL
May 8	Professional Development – NO SCHOOL
May 18 - 19	Senior Exams
May 25	Memorial Day – NO SCHOOL
May 27	Class of 2020 Graduation Day
May 29, June 1 - 2	Exams for Grades 9-11
June 2	Last Day of School
June 3	Teacher Records Day

**CLEARVIEW HIGH SCHOOL
REGULAR BELL SCHEDULE
2019-2020**

		7:20	Building Opens
		7:28	Warning Bell
7:30	-	7:43	Homeroom
7:43	-	8:26	1st Period
8:29	-	9:12	2nd Period
9:15	-	9:58	3rd Period
10:01	-	10:44	4th Period
10:47	-	11:09	5th Lunch
11:11	-	11:33	6th Lunch
11:36	-	11:58	7th Lunch
12:00	-	12:22	8th Lunch
12:25	-	1:08	9th Period
1:11	-	1:54	10th Period
1:57	-	2:40	11th Period
		2:50	Building Closes

STUDENT SERVICES

COUNSELING

Counselors are available to assist with problems involving:

adding and dropping classes	scheduling	vocational planning
school organizations	educational planning	school policies
employment interviews	students' grades	family incidents
summer school		personal matters

Students interested in speaking with a counselor should get a pass to visit the Guidance Office during study hall, lunch, or before/after school to schedule an appointment.

EXTRA CURRICULAR OFFERINGS

Students are encouraged to involve themselves in the activity programs offered at Clearview. These vary from year to year but ordinarily include:

Band	Cross Country	Scholastic Challenge	Track
Baseball	Dance Team	Science Olympiad	Volleyball
Basketball	Drama	Softball	Weightlifting
Bowling	Football	Student Council	Wrestling
Cheerleading	National Honor Society	Spanish Club	Yearbook
Choir	Newspaper	Teen Institute	Youth-4-Youth

LUNCH

Clearview participates in the National Breakfast and Lunch Program which provides free meals to all students. Parents/Guardians must still complete and return the Household Information Survey. All students are scheduled for lunch and must report **ON TIME** to and remain in the cafeteria during their lunch period and they must remain quiet and stay in their seats. Vending machines are to be used by students only during their assigned lunch period. No pop will be available for purchase during school hours. Milk, juice and /or water are available. All food, whether prepared at home or by the cafeteria, is to be eaten in the cafeteria. Each student is responsible for disposing of their own refuse, returning appropriate materials to the cafeteria staff, and cleaning up after their own spills. No student can leave premises to purchase lunch and bring back in for others nor may a parent bring outside food into the cafeteria so as not to jeopardize our free food program. Juniors and seniors may eat in the courtyard as weather permits. Moreover, students shall not discard plastic trays in the courtyard.

MEDIA CENTER

The media center is available for all students to use. Students may use the facilities with written permission from a teacher, sign-up from study hall, or accompany a class. While in the media center students may study or work on research projects. Computers are available for students to use to do research or compile projects and reports. Internet access is also available for researching school projects. Computer and Internet use require that students have a *Technology Acceptable Use Policy*, signed by the student and parent/guardian, on file at the school. Fines and restrictions may be assigned to those students who fail to comply with necessary library policies.

TECHNOLOGY USE AGREEMENT

Technology is available in many forms to assist students in the learning process. Use of the computer and on-line technology is governed by a Technology Use Agreement signed by student and parent (see pages 28-32). Disregard of the regulations included in the signed agreement will be considered abuse of technology. **Abuse or misuse of any of the technology or equipment will result in disciplinary action, including loss of privilege, suspension or expulsion.**

ORGANIZATIONAL INFORMATION

LOCKERS

School lockers are the property of the Board of Education and are loaned to the student free of charge. Students will be fined for defacement or abnormal locker depreciation. School officials have the right to inspect lockers without prior notification or consent of the student. Each student is assigned one locker. Lockers are **NOT to be SHARED**. *Putting an object or anything in the lock/locker to avoid using the combination is prohibited.*

TEXTBOOKS

All textbooks are the property of the Board of Education and are loaned to the student free of charge. Each student is responsible for the book originally assigned to him/her. Proper care is expected and **textbook covers are mandatory**. Students will be charged for lost books and fined for abnormal depreciation.

HALLS/PASSES

Students are asked to be courteous at all times and to keep to the right when moving in the halls. Running and shouting in the halls is **NEVER** permitted. Clipboards, filled out by a staff member, are to be carried by any student who is not in a classroom while classes are in session. The clipboard must be visible and made available to staff members upon request. Student Aides must have their lanyards on and visible while in the halls.

ACTIVITY EVENT CLOSING PROCEDURE

All students are to make arrangements to leave the building and/or school grounds within 1/2 hour following the conclusion of any school event. *School personnel are not responsible for watching students once they leave the event and/or 1/2 hour after an event concludes.* If students are unable to leave school grounds within this time frame, the building administrator is to be notified by the student.

FIRE, TORNADO, AND LOCK-DOWN DRILLS

Classroom teachers will prepare the students for these drills early in the school year. When the fire alarm sounds, students should proceed quickly & quietly to their assigned exits. Once through the exit, they should continue walking until approximately 60 feet from the building.

Upon notification of a tornado drill, students should proceed quickly & quietly to their assigned area. Once there, they should follow all teacher instructions. If a student is out of their assigned classrooms, they should report to the closest teacher, then tell the closest teacher what class they are coming from. For all drills, an all-clear will be given to signal students back to their classrooms. During a lock-down, students should remain quietly in their assigned area in a corner of the room. No one should go near the classroom door.

EMERGENCY CLOSING OF SCHOOL

When weather conditions are such that school will not be held, parents will be notified through our automated calling system. **It is important to keep your phone numbers up to date for this reason.** Announcements will also be made over radio stations WEOL (930 AM), and WZLE (104.9 FM), or tune in to WJW TV, FOX 8 for announcement. If you do not hear a closing announcement on any of these media, school will be in session. Please avoid telephoning the school, administration, or teachers if doubt exists. The radio stations will be the first to receive notification of school closings when the decision is made. *Also, check the school's website www.clearviewschools.org.*

ORGANIZATIONAL INFORMATION (continued)

DEBTS

Throughout the school year, it is quite possible for any student to accidentally destroy or lose an item belonging to the school. Arrangements should be made to clear all student debts by the end of each grading period. Please contact the high school office if problems with payment arise. Students with outstanding debts who make no effort to establish payment, may be subject to the following:

1. The student will not receive an "end of school year" report card until payment is made.
2. The student will not receive a diploma or transcript until payment is made.

STUDENT PERMANENT RECORDS

Student permanent records are available for inspection to any student 18 years of age or older and to any parent(s) of a student less than 18 years of age. The school requires prior notice of your intent to see the records so that an appointment can be scheduled for the inspection. A staff member will be present during the inspection to assist and answer questions.

WORK PERMITS

Students who are the age of 16 and 17 may complete an application for a work permit. Applications can be acquired in the high school office. Students who have 10 or more days of unexcused absence and/or truancy may NOT be issued a work permit. A student who is denied a work permit for reason of poor attendance may receive a work permit by exhibiting one month of perfect attendance and appropriate behavior following the initial denial of the work permit. Should the student's attendance and/or behavior decline following the issuance of a work permit, the principal may revoke the work permit. According to Ohio Revised Code, the Principal reserves the right to approve/revoke all work permits.

STUDENT RESPONSIBILITIES

MESSAGES

Personal calls for students cannot be accepted through school phones. These lines must be kept open for school business. Students will not be called to the phone and messages are a disruption of class time and cannot be delivered except in the case of a family emergency. ***Please try to make appointments, bus plans, alternate car rides, etc. before your child leaves for school.*** *Please do not encourage your child to call you in the hallways, bathrooms or classrooms. Students are permitted phone use in between periods for texting only. If an emergency phone call needs to be made home, the student should ask for permission to go the office.*

SMOKING

Smoking in school by students, staff and community members is prohibited. Smoking and/or possession of tobacco products or related paraphernalia are grounds for suspension from school.

DRIVING TO SCHOOL

Students are to leave the parking lot by 3:00 p.m., unless they are participating in after school activities. Loitering in the parking lot is prohibited. Each student who drives to school **MUST purchase a parking lot hang tag for his/her vehicle**. Parking passes are \$10.00 each. Inappropriate and/or unsafe driving may result in the revocation of a student's driving privileges. *Students who attempt to park in the school lot without a pass will be subject to a \$10.00 fine, loss of the privilege to parking in the school lot and/or be subject to disciplinary action.* All students are required to show a copy of their driver's license.

STUDENT RESPONSIBILITIES (continued)

STUDENT ENTRANCE

All students are to enter the building through the **WEST** doors (by the parking lot). These doors will be open on school days from 7:20 am – 7:30 am (7:00 am during inclement weather – heavy rain or snow and temperatures 32° and below). When students arrive **AFTER 7:30 am**, they **MUST** enter through the Main Office doors. Students may **NOT** enter through the Main Office prior to 7:30 am.

LOST AND FOUND

A lost and found box is maintained in the High School Office. All valuables or articles found are to be brought to the office and may be picked up by the owner once proper identification has been made. Lost objects should be reported to the high school office. Clearview Schools are not responsible for lost or stolen articles. **Please do not leave your valuables unattended at any time. All items left at the end of the school year will be donated.**

DRESS AND GROOMING

When the appearance of an individual reaches the point where it becomes distracting to the process of learning something must be done to modify the individual's appearance. Discipline for dress code violations could include any of the following consequences: warning, detention or Emergency Removal. Students should keep in mind the following guidelines:

1. Each student should keep themselves and their clothes as clean and appropriately fitted as possible at all times.
2. Sagging pants are prohibited and no undergarments/shorts should be visible when worn under pants.
3. All pants, skirts, dresses and shorts are to be worn at waist level and must be at least fingertip length. **No spandex skirts or dresses.**
4. **NO yoga pants or leggings are to be worn UNLESS under a fingertip length dress or skirt only. NO long shirts or sweaters are to be worn with leggings. NO pajama bottoms or soft soled slippers** of any kind will be permitted to be worn during the school day.
5. **Heavy winter jackets and gloves should not be worn to class.**
6. **Pants with rips, shreds or holes are NOT allowed.** Yoga pants must be worn under pants with rips, shreds or holes.
7. "See through" clothing that exposes the midriff, **undergarments** and/or cleavage is not allowed.
8. Sunglasses may not be worn in the school building unless prescribed by a doctor.
9. **No backpacks, purses or bags that are used to carry books** are permitted to be worn during school.
10. Hats, caps, head covers and excessive head ornamentation are not allowed, and are to be kept in their locker during the day. Religious attire may be worn with parent conference.
11. Gangs ~ Student shall not wear gang identification such as attire, colors or clothing.
12. Clothing with profane or obscene pictures and/or lettering or which refer to alcohol, tobacco, drugs, firearms, or related material is prohibited.
13. No tank tops or spaghetti straps. Sleeveless shirts must be 3 fingers in width on shoulder.

Any other clothing item which interferes with the learning environment of the school as deemed by school administrators will not be permitted at school.

ATTENDANCE

DAILY ABSENCES

Absences are accumulated in minutes. This includes partial days, full days, tardies, and early dismissals. **Habitual unexcused** absences are calculated as follows:

- 30 consecutive hours (5 days), or
- 42 hours in a school month,
- 72 hours in a school year

The State of Ohio requires that a child between the ages of 6 and 18 attend school. It is the responsibility of the parents and the student to comply with this law. The school administration is the determining agent for excused absences. Parents may write **7 notes** per year to verify an absence as excused (as per the list below). Any absences **beyond these 7** must be verified by a doctor's note, hospital, funeral or court documentation to be excused and could result in an attendance referral. Parents may request that a student be excused for:

- | | |
|---|--|
| 1. Personal Illness | 5. Funeral |
| 2. Medical, dental or legal appointment | 6. Religious Holiday |
| 3. Pre-arranged Absence | 7. Emergency or circumstance that constitutes sufficient reason for missing school |
| 4. Campus Visit | 8. Administrative Discretion |

A parent or guardian may call the high school attendance office at **440-233-6313 (option 2)** to inform the school of a student's absence prior to 7:30 a.m. of the missed day. Our automated phone system will generate a phone call to the parent/guardian of any student who was tardy or absent. **Calling does not excuse an absence and you still may receive a phone call. A parent note must be submitted within 2 days of absence the student returns to school. This note must state the date/dates absent and the reason for the absence.** The note must be presented to the homeroom teacher or office. If the student does not bring a note, that student will be considered truant and is subject to attendance intervention strategies. Students who do not have a written note from home or students whose absence does not fall into one of the 8 categories of legal absences (listed above) will receive an unexcused absence. An intervention plan may be developed depending upon which of the following categories the absence is classified:

Habitual Truant – Unexcused absences of more than 30 consecutive hours, and/or more than 42 hours in one school month, and/or more than 72 hours in once school year, and the student will be referred to the Lorain County Court's Alternative to Adjudication Attendance Program.

Parents may write a note to verify an absence as EXCUSED (as per the above list). The school will notify families in writing once the student's TOTAL ABSENCES reach 38 or more hours in a month or 65 or more hours total in a school year. ALL ABSENCES (EXCUSED AND UNEXCUSED), are counted in this total.

Excused - Evidence is provided verifying for school personnel that the absence fell into one of the 8 categories of legal absences. Students in this category, within a reasonable length of time, may make up all missed work.

Unexcused - Although the absence does not fall within the 8 categories defined as legal, it took place with the prior, full knowledge, and consent of the parent.

ATTENDANCE (continued)

Truant - The absence does not fall within the 8 categories and took place without consent of the parent. No makeup work is permitted and the student is subject to disciplinary action.

Homework – Homework may be requested if your student is out **two (2)** or more days. Please call the attendance line **440-233-6313 (option 2)** to request homework.

TARDINESS TO SCHOOL

Students are expected to enter the building immediately upon arrival. All students are expected to be in school and to their 1st period class on time. Students who report to school after 7:30, (first period) will be considered **TARDY** and need to report to the office where they will sign in, and be given a pass to class.

Any student signing out of school after the start of the school day will be considered an “early dismissal.” All minutes from tardies and early dismissals will be included in the attendance totals. The tardies and early dismissals will be considered “unexcused,” unless accompanied by a note (per the list above). ***Tardiness to school and/or early dismissal will result in the development of attendance intervention plan.***

ILLNESS DURING SCHOOL

Students who become ill or are injured during the school day must obtain a clinic pass from their teacher prior to reporting to the clinic in the High School Office. Students are discouraged from texting/calling their parents prior to seeing the school nurse or secretary. If there is a necessity to leave school the office will contact the parent. Parents must pick up students in the high school office. No student will be sent home without parent notification. School personnel may not issue any medication of any kind unless requested to do so in writing by the attending physician and parent. Any medications brought to school must be left in the high school office. ***Students who are found to have any medications in their locker or on their person are subject to disciplinary action.***

PARTICIPATING IN ATHLETICS

Students who are absent, report to school after 10:00 am, or sign out for early dismissal (unless excused), will be ineligible to participate in athletic or co-curricular activities on that day.

SCHOOL ACTIVITIES/EXTRA CURRICULAR

Students who are absent for any reason, report to school after 10:00 am, or sign out for early dismissal (unless excused), will not attend or participate in that event or activity (i.e. school dances, drama club practice, student council, etc.)

EARLY DISMISSAL

Once a student arrives at school he/she may not leave until the 2:40 p.m. dismissal unless he/she is signed out by a parent/guardian in the High School Office, or other arrangements have been made. All early dismissals must be approved and/or verified either by a phone call from the parent or by the scheduled appointment.

PREARRANGED ABSENCE

When a student must be absent from school because of a family trip, college visitation, religious activity, or some other requirement, a leave of absence/vacation form must be filled out and turned into Attendance one (1) week prior to the absence. Forms are available in the High School Office.

EXTENDED ABSENCE

If a student will be absent from school for an extended period of time because of illness or injury the school should be notified so that arrangements can be made for some form of home instruction, if allowable.

ATTENDANCE (continued)

ATTENDANCE INTERVENTION PLAN

Once a student reaches threshold for habitual truant, school will assign student to the absence intervention team within 7 school days. The intervention team will consist of at minimum, a representative from the student's school district, a representative from the student's district who knows the child, the child's parent (or parent's designee) or the student's guardian, custodian, guardian ad litem, or temporary custodian, and the Lorain County Attendance Officer. The team may also include the school psychologist, counselor, social worker, or a representative of a public or nonprofit agency designed to assist students and families in reducing absences.

The intervention plan will be developed by the team within 14 days. The plan will address student's specific needs based on an attendance screening tool. The plan may include but not limited to referral for counseling services before, after, and weekend school sessions, parent involvement programs, notification to the Department of Motor Vehicles, truancy prevention programs, referral to Children's Service for Educational Neglect, or referral to the court system for adjudication. Required meetings will be held by the team to document student's progress on the plan.

If a student refuses to participate or fails to make satisfactory progress on the plan as determined by the absence intervention team, the Lorain County Attendance Officer will file a sworn Complaint in the Juvenile Court not later than the 61st day of the intervention plan.

18 YEARS OLD

Students who have reached their 18th birthday are legally adults in our society. As such, they are expected to act in a mature and responsible fashion. Chronic irregular attendance or problems with discipline may result in the student being withdrawn from school. The school also reserves the right to notify the parents of an adult student whenever the administration believes that the parent contact would be in the best interest of the student's educational performance and conduct at CHS. Students who are 18 years old may **NOT** sign themselves out without parent permission or permission of an administrator.

WITHDRAWALS

Students may not voluntarily withdraw from school until the age of 18 years. All school books and materials must be returned and all debts must be paid before the withdrawal is made official.

SENIOR RELEASE PROGRAM

Clearview High School's Senior Release Program is given to seniors to help them develop responsibility for their unassigned periods and to allow them to leave the school for these designated periods. This privilege must be earned in the last grading period of their junior year and may be lost if the student fails to keep a 2.0 G.P.A. after each quarter or follow the school rules and these Senior Release guidelines. **Students that have received quarterly senior release privileges will be reviewed at minimum every four (4) weeks to determine if they still qualify. If found to be failing a content class needed for graduation, your senior release will be taken away until passing at next check.**

1. Senior release will not be given unless the parents and student sign this form. It will be kept on file in the Main office. Students must be taking **five courses** each quarter to qualify for this program, be a good citizen of the school community and earn a **2.0** grade point average from the preceding quarter.
2. Seniors must be in school or accounted for the official six-hour day. They may only leave during the period of their contract and if found leaving at any other times without school authorization, may face disciplinary action and loss of privileges for the remainder of the school year.
3. Students who have not earned 16 credits are not eligible for Senior Release. Students not passing a class that is required for graduation will not be eligible for Senior Release.
4. Violations of the Student Code of Conduct could result in students losing their Senior Release privileges.
5. *Students who have excessive absences or tardies to school are not eligible for Senior Release.*
6. Students that decide not to leave the building for Senior Release must report to Study Hall.

ATTENDANCE (continued)

JUNIOR RELEASE PROGRAM

This opportunity is given to juniors as an incentive for outstanding academic achievement and a strong sense of school community. This privilege must be earned in the last grading period of their sophomore year and may be lost if the student fails to keep a 3.1 GPA after each quarter or follow the school rules and the junior release guidelines. **Students that have received these privileges will be reviewed at minimum, every four (4) weeks to determine if they still qualify.** The building principal holds final authority over who is eligible. **If found to be failing a content class needed for graduation, your junior release will be taken away until passing at next check.**

In addition to all applicable junior guidelines, the following will also be used to determine if a junior is eligible:

1. Juniors who have not earned 12 credits are not eligible.
2. Juniors who have received OSS will not be eligible for release for up to 10 weeks.
3. Juniors must be taking at least 6 courses each quarter to be eligible.

Participation in the junior and senior release program is voluntary. Although students must follow both school rules and the junior and senior release program rules and regulations of this program, Clearview Local Schools will carry no liability for accident, injury, or a student's actions while a student is out of school on the junior and senior release program. Junior and senior release **will not** be granted if a student is failing a course needed.

CURRICULUM

GRADE LEVEL ASSIGNMENTS

Grade level assignments are based upon years enrolled in high school:

- 9th Grade 1st year attendance
- 10th Grade 2nd year attendance
- 11th Grade 3rd year attendance
- 12th Grade 4th year attendance

GRADUATION REQUIREMENTS

There are testing requirements and curriculum requirements connected with the Ohio diploma; students must meet both requirements in order to earn an Ohio diploma. Beginning with the class of 2018, there will be new high school graduation requirements. See the Ohio Department of Education website for complete information.

<u>Curriculum Requirements</u>	<u>State Minimum</u>
English	4 units
Health	½ unit
Economics & Financial Literacy	½ unit
Mathematics	4 units*
Physical Education	½ unit**
Science	3 units***
Social Studies	3 units****
Electives	4.5 units*****
Fine Arts	1 unit*****

* Mathematics units must include 1 unit of Algebra II or the equivalent of Algebra II.

** The Ohio Core allows school districts to adopt a policy that would exempt students who participate in interscholastic athletics, band or cheerleading for two full seasons from the physical education requirement. Students must take another course of at least 60 contact hours in its place.

*** Science units must include 1 unit of physical sciences, 1 unit of life sciences: chemistry, physics, or other physical science; advanced biology or other life science; astronomy, physical geology, or other earth or space science.

**** Social Studies units must include 1 unit of US history and ½ unit of American government. The class of 2021 will also be required to complete 1 unit of World History.

***** Electives units must include one or any combination of foreign language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social study course not otherwise required.

***** All students must complete at least two semesters of fine arts taken any time in grades 7-12. Students following a career-technical pathway are exempted from the fine arts requirement.

TEXTBOOK DAMAGES OR LOSS

Fines are assessed for any damage to books, but do not fine for normal usage. Broken backs, torn pages, bad ink spots, writing of any kind, scuffed covers and damaged labels are common examples of damage for which fines should be assessed. Students are to be held responsible for damage not noted on the back of their book identification slip.

Minimum rebinding fee is \$10.00. All other minor damage fines are at the discretion of the classroom teacher. If the book is lost or damaged so that it cannot be used again, there will be a charge for a lost book. Prices will be determined by the age of the book.

STATE GRADUATION PATHWAYS

Ohio's graduation requirements for the classes of 2018 and beyond offer several ways to earn a high school diploma in Ohio. Starting with those students who were freshmen during the 2014-2015 school year, current members of the graduating class of 2018, there are different pathways or options a student can use to be eligible to graduate. Each pathway contains two parts: credits and assessments. Each student must successfully meet the requirements of both parts.

Part 1: The credit component is the same for all students, regardless of which assessment pathway is taken. In Clearview, this requires all students to successfully complete a minimum of twenty-one (21) high school credits.

Part 2: The assessment component gives each student three ways to be eligible for a high school diploma and provides more flexibility than in previous years to reach graduation.

- **Assessment Pathway 1:** A student must earn a cumulative score of 18 points, using seven end-of-course state tests over four years of high school (these tests replace the OGT). Each test is scored on a level of 1 to 5 points. Students must earn a minimum of four points in mathematics, four points in English, and six points across the science and social studies tests. The Ohio Department of Education indicates that although a student may meet the 18 points early on with the language arts and math tests, the student is still required to take social studies and science tests for federal and state accountability requirements. Students will be given the opportunity to retest in the winter and spring of their sophomore, Junior, and senior year. Listed below are the courses where an Ohio Department of Education End-of-Course Exam is required:

English I
English II
Algebra I
Geometry
Biology
US History
American Government

- **Assessment Pathway 2:** Earn 12 points by attaining an industry-recognized credential or group of credentials in a single career field and a workforce readiness composite score of 13 on WorkKeys, a nationally recognized job skills assessment. See this website to learn about which fields apply: <http://education.ohio.gov/Topics/Ohio-Graduation-Requirements>
- **Assessment Pathway 3:** Earn scores in English language arts and mathematics on a national college admissions test or tests that indicate the student can do college-level work. Listed below are the non-remediation scores that must all be obtained to utilize Pathway #3:

ACT Remediation-Free Scores

English- 18
Mathematics– 22
Reading – 22

SAT Remediation-Free Scores

Critical Reading -450
Writing– 430
Mathematics– 520
Reading– 450

CURRICULUM (continued)

GRADING

Classroom grades are computed on the following percentage scale:

A = 100 - 90 **B = 89 - 80** **C = 79 - 70**
D = 69 - 60 **F = 59 or below**

To earn credit in a yearly course a student must receive a 60% in the yearly “report card” grade. Grades are computed as an average of four nine-week marking periods and two semester exams. An exam grade will be worth 1/2 of a nine weeks grade. Grade reports are issued to students each nine weeks. All incomplete grades automatically become “F” grades 10 days after the end of the marking period unless special arrangements are made with the teacher. Final grades for all subjects are computed as follows:

A=3.51-4.0 **B=2.51-3.5** **C=1.51-2.5** **D=0.67-1.5**

To earn credit in a semester course a student must receive at least a 60% in the semester “report card” grades. The official grade point average is calculated on the final mark obtained in each course. Grade point averages calculated during the year for the purposes of honors and awards are unofficial and subject to change based on the final mark earned.

ACADEMIC HONORS

At the conclusion of each marking period, an academic honors list will be prepared to recognize outstanding scholarship.

4.0 average – Excellence **3.5 average – Honors** **3.0 average – Merit**

PROGRESS REPORTS

During the fifth week of each marking period, interim reports will be issued for all students. Parents may receive Interim Progress Reports at scheduled Parent/Teacher Conferences if requested. Students’ grades are available on Power School throughout the year. *See the website for directions on how to create a parent account. Click on the “parent” tab and then the link “Power School link for parents.” We highly encourage parents to actively monitor their child/children’s academic progress throughout the year.*

ACADEMIC DISHONESTY

The student handbook defines plagiarism as the use of another person’s original ideas or writing as one’s own without giving the other person credit. Examples of plagiarism include discussing and/or copying answers to homework assignments with other persons, copying or paraphrasing information found on the internet or in another reference source without citing the information as coming from a secondary source, and copying or paraphrasing research papers. Students guilty of plagiarism are subject to a zero and disciplinary action.

PE WAIVER

In order to be eligible for the PE Waiver, students must complete two (2) full seasons of Marching Band, Cheerleading, or High School Athletics. Students should pick up the “PE Waiver Form” in the Guidance Office. Students must get all signatures listed on the “PE Waiver Form” and submit this form to the appropriate Guidance Counselor when completed. Incomplete forms will not be accepted. Students must submit the PE waiver Form **PRIOR** to the senior year. If a student has not completed the ½ credit PE requirement or has not turned in the waiver forms by his/her senior year, he/she will be scheduled into PE classes. Students **DO NOT** get credit for the PE classes that are waived. They simply met the requirements dictated by the State of Ohio for PE. Students are required to take an elective to replace the credit previously earned by PE to ensure that the student earns the 21 credits needed to graduate.

CURRICULUM (continued)

NATIONAL HONOR SOCIETY

To be considered for induction into the National Honor Society, in addition to your fine scholastic achievements, you must have demonstrated the qualities of leadership, service and character which all members of National Honor Society are proud to display. The definition of each quality is listed below:

Scholarship - The candidate shall have an accumulated grade point average of 3.5

Service - The candidate is one who:

- renders any service to the school and community when called upon.
- upholds scholarship and maintains a loyal school attitude
- volunteers assistance that is dependable and well organized
- does committee and staff work responsibly and dependably
- assists visitors, teachers, and students
- represents the class or school in activities and competition
- cooperates with others
- takes on difficult or inconspicuous responsibilities
- participates in activities outside of the school

Leadership - The candidate is one who:

- enthusiastically promotes the school and its activities
- works to improve the school
- inspires positive behavior in others exemplifies positive attitude and effort
- demonstrates academic initiative
- successfully holds school offices or positions of responsibility
- is reliable and dependable
- demonstrates leadership not only in the classroom but also in other school and community activities
- exercises influence on peers to uphold high standards
- cooperates with others
- proposes solutions to problems, offers helpful suggestions

Character - The candidate is one who:

- complies with school regulations
- demonstrates the highest standards of honesty and reliability
- shows courtesy, concern and respect for others
- follows instructions and rules with punctuality
- fulfills all obligations in and out of the classroom
- accepts constructive criticism and listens carefully to recommendations

So that you may be considered for membership in the National Honor Society, you must complete the required activities form and essay submission, follow the directions carefully and observe the deadline date given. **FAILURE TO PROPERLY COMPLETE THE FORM OR TO SUBMIT IT BY THE REQUESTED DATE AND TIME WILL MAKE YOU INELIGIBLE FOR MEMBERSHIP CONSIDERATION.**

All NHS candidates will be reviewed by the faculty members to evaluate their leadership and character. Faculty members will submit an evaluation form rating students on leadership and character. Candidates will be given 2 evaluation forms that can be given to any non-teacher advisor, boss, coach etc. that is able to evaluate their character and leadership. All evaluation forms will remain confidential.

NATIONAL HONOR SOCIETY (continued)

A National Honor Society Selection Committee consisting of 5 teachers will review all applications and evaluation forms. Each teacher on this committee will vote on each candidate for selection. Student must receive at least 3 “yes” votes to be selected as a member of the National Honor Society. Students will be notified by mail of the outcome of this voting process.

According to the Constitution of the National Honor Society, there is no review and no appeal of the selection process by parents, peers, faculty, or community members.

CREDIT RECOVERY (Online Credit Recovery Policy)

During the school year, freshmen are unable to take any classes online. *Freshmen who fail any classes will be asked to take summer school for remediation or enroll in CBI their sophomore year.*

Only sophomores enrolled in the CBI (Career Based Intervention) Program are able to recover credits online during the school year. *Sophomores who fail any classes will be asked to take summer school for remediation. Sophomores who are not in CBI may be considered for credit recovery during their school year on a “case-by-case” basis.*

Juniors and seniors in CBI (Career Based Intervention) are permitted to recover credits online on an as needed basis in order to graduate on time. Other juniors and seniors are permitted to recover online credits after school hours or during study halls.

At the discretion of the Principal, any student who is at risk of not graduating in four years or who is 18 years of age may be eligible for our recovery online program and/or the Clearview Academy.

CREDIT FLEXIBILITY

Clearview High School students should thoroughly read the information below. It is important that the information is understood and followed throughout the credit flexibility offering.

A credit flex opportunity at Clearview High School is a student owned learning opportunity that:

- Provides more choice and independence in deciding how, when and where students learn.
- Provides more options for individually suited pathways to post-secondary and career goals.
- Provides acceleration and convenience including more options for courses in the school schedule (especially for fitting in electives).
- Provides better preparation for the world beyond secondary education, including college.

Students will have increased independence with greater individual responsibility for gaining credit. Students may earn credits through any of the following or a combination thereof:

- Completion of courses
- Testing out or otherwise demonstrating mastery of the course content; or
- Pursuit of one or more “educational options” e.g., educational travel, project, music, arts, after school program, community service project, and sports).

Issuance of credit will be determined locally, by teachers or through the use of:

- A multi-disciplinary team; or
- A state or district performance-based assessment.

Courses and educational options may be counted as one-half credit (.5) or one (1.0 credit and/or credit in more than one area, such as multiple academic areas or academic and career-technical credit, if mastery is demonstrated. All grades will be awarded as letter grades using the same grading scale utilized in regular CHS classes.

- **Application and Deadlines:** Applications are available in the CHS Guidance Office. Students wishing to take advantage of the Credit Flexibility Opportunity must submit a complete application by April 15 (deadline for fall semester) or November 1 (deadline for spring semester). Any applications submitted after those deadlines are subject to denial.

CURRICULUM (continued)

- **Review of Application:** The application will be reviewed by an Application Review Committee to be established by the Principal. Upon approval of the completed application, the student will proceed with the learning activity as approved. Credit will be awarded once the activity is completed. Appeal may be made to the Principal or Designee should a student's proposed alternative learning credit be denied.
- **Program Integrity:** In order to ensure the integrity of the learning experience approved under this program, the student will be required periodically and/or upon demand to provide evidence of progress and attendance. The principal or his/her designee will be responsible for certifying course completion and the award of credits consistent with the District's policies on graduation.
- **OHSAA/NCAA Considerations:** Students wishing to participate in high school athletics must be aware that Credit Flexibility learning experiences will be factored into their eligibility considerations. Seniors wishing to pursue Division I or Division II NCAA athletics eligibility are responsible for ensuring that they will meet the appropriate requirements.
- **Retroactive Credit:** Students will not be allowed to retroactively receive credit for non-college courses or experiences taken prior to the submission of an application. Therefore, all courses taken or credit gained (from an online program, summer program, college course, etc.) prior to the approval of the committee will be granted for students. Previously taken college level courses may be considered for elective credit.
- **Access:** Any student may apply for credit to be awarded through Credit Flexibility. This policy does not in any way prohibit access to online education, postsecondary options or services from another provider approved by the board.
- **Expenses:** Additional expenses associated with student proposed activities, transportation, materials, and assessments for credit flexibility will be the sole responsibility of the student and his/her parents(s).

ATHLETIC ELIGIBILITY

The OHSAA mandates that all High school students must be passing a minimum of 5 credits per year toward graduation. This requirement must be met at the end of each grading period (9 weeks) for the student to remain eligible for the following grading period. ***In addition, all High School athletes are required to have a minimum of 1.5 GPA.***

ADDING AND DROPPING SUBJECTS

First two weeks of course: Elective courses may be dropped with written permission from parent/guardian (on a "case-by-case" basis). There will be no drops the first 3 days of the semester. Counselors will advise students who wish to drop a class while making sure graduation requirements are being met and study halls are minimized. There is a \$5.00 penalty fee for courses dropped due to student request. Six credits must be maintained unless granted administrative approval.

3rd week through the 9th week: A parent conference is required. Teacher and administrative permission is required. There is a \$5.00 penalty fee for courses dropped due to student request.

9th week through the 18th week: *Administrative approval only.*

ADDING AND DROPPING SUBJECTS (continued)

At semester change: A student may drop a course with permission of the parent, guidance counselor and principal, provided an alternative semester course is added to the student's schedule. The drop/add procedure also applies to all second semester .25 and .5 credit courses. Prorated credit and the appropriate G.P.A. will be posted to the transcript file. Transfer in or out of all "A" and "Pre AP" level courses are not considered drop/add transactions. *The Principal retains the final decision in all changes.*

STUDENT PUBLICATIONS

Official student publications such as the school newspaper, class newsletters, etc. are a part of the school curriculum and, as such, editorial control remains with school authorities.

ALTERNATIVE CURRICULUM

CLEARVIEW ACADEMY

Clearview Academy provides a student a way to graduate from high school using a non-traditional path. Students assigned to Clearview Academy must adhere to the guidelines set forth in the student handbook. This includes but is not limited to the following: student responsibilities, attendance, curriculum, student discipline and the technology Acceptable Use Policy. In addition, each student and their guardian must agree to the procedural requirements stipulated by the program and then sign the consent form. Final authority of student placement into Clearview Academy resides with the High School Administrators. No electronic devices (phone, iPod, etc.) food or drink will be permitted in the Academy classrooms. Students are required to follow school dress code.

COLLEGE CREDIT

Lorain County Community College offers a program that permits high school students to take advanced courses not available in their home school. High school and/or college credit will be granted for satisfactory completion of such courses. High school students with outstanding academic records are eligible to participate upon written recommendation of their principal. Interested students should contact their guidance counselor.

FIELD TRIPS

There are two types of field trips: **Academic** and **Nonacademic**. Academic field trips are extensions of classroom activities that are directly related to course work being studied. Nonacademic field trips are often supplementary and NOT directly related to course content (e.g. a special activity for good behavior). Students must complete a Field Trip Permission Form to attend any activity off school grounds. **No student may participate in a non-academic field trip that has a failing grade in any class without that teacher's permission.**

JOINT VOCATIONAL SCHOOL

The Lorain County Joint Vocational School in Oberlin offers a wide variety of pre-employment programs. Students who are planning to seek employment immediately following graduation would do well to consider entering this program in their junior year. Students enrolled at J.V.S. are eligible to participate in all Clearview extracurricular activities. Interested students should contact their guidance counselor.

STUDENT DISCIPLINE

One of the most important goals of the educational program at Clearview is to assist each student in developing a feeling of responsibility toward his/her school and, in turn, encourage behavior centered on self-discipline. When this self-discipline breaks down, it is the school's duty to emphasize to the student that, as is true of the adult world, each individual is held responsible for his/her own actions. The school has the authority to use one or any combination of the following disciplinary measures to improve student behavior.

1. Conferences involving any or all personnel affected.
2. Referral to counselor, psychologist, or community service agency.
3. Activity constructed to develop a positive awareness or responsibility in the student.
4. **Behavioral Probation:** During this probation period, the student is assigned specific guidelines involving attendance, behavior, extracurricular participation, and use of school privileges that must be adhered to. Failure to comply may result in suspension.
5. **Detentions (teacher issued):** The student is given one day's notice to begin serving detentions. These must be served consecutively unless permission is granted by the individual assigning them.
6. **Emergency Removal:**
 - a. **Activity:** Students may not participate in the class/ activity named for a prescribed period of time. Credit for any classes missed will be decided by the administration.
 - b. **Class:** Students are to report to an assigned area in place of a particular class.
7. **After School Detention Assignment:** Students are to report to an assigned area. Detentions may be held Monday - Thursday from 2:50-3:40 p.m. Students must provide their own transportation home from detention. No notification will be sent to parents.
8. **Out-of-School Suspension:** Students are to remain in their home during school hours and are not permitted to be on school property or attend school activities during the suspension. Students may make up their work one time per their high school career for 50% of the credit. *This is a change to the OSS make up policy. All students will start at zero on the 1st day of the 2015-16 schoolyear. OSS notification will be mailed home to the parent and/or guardian.
9. **Court Referral:** With the court's cooperation, charges of Unruly can be filed by the school for behavior issues.
10. **Assignment of community service:** In cooperation with the students' parent/guardian and either school personnel or another community agency, the student will be assigned a specific number of hours of community service to complete by a specific deadline. Failure to meet the assigned deadline may result in additional disciplinary action.
11. **Expulsion:** Students are not permitted to be on school property or make up class work for credit for a period of 11 school days or more. Note: Makeup work for credit is typically not permitted while students are expelled. The principal may permit makeup work under certain circumstances.

It is believed that the classroom teacher is the best judge of what rules should be established in the classroom and what discipline is to be assigned. Cooperation will be provided in backing any reasonable discipline policies created by the classroom teacher and explained to the class. Students are reminded that the administrative involvement in any classroom problem will, more often than not, result in disciplinary action more severe than that originally assigned by the teacher.

STUDENT DISCIPLINE (continued)

A student may be disciplined, suspended or expelled for any of the following reasons:

1. **Academic Misconduct/Forgery**- a student shall not cheat or plagiarize/forge names or falsify information
2. **Acceptable Use/Internet Safety**- a student shall not violate any portion of the AUP/safety policy
3. **Appearance and Dress**- a student shall not be inappropriately dressed for school
4. **Arson/explosive**- a student shall not set/attempt to set a fire or possess, any substance which can be used as an explosive
5. **Assault**- a student shall not attack any other person or behave in such a manner that would cause or threaten to cause injury to any other person
6. **Bomb Threats/False Alarms**- a student shall not turn in or cause a false alarm
7. **Bullying** - a student shall not participate in written, electronic, verbal or physical bullying
8. **Electronics Rule Violation**- a student shall not violate the school cell phone/electronics policy
9. **Failure to Cooperate** with reasonable requests made by school personnel
10. **Failure to Serve** assigned detentions on time
11. **Fighting**- a student shall not fight, hit, kick, punch, push, physically confront or cause or attempt to cause physical injury to another person. A student shall not instigate or encourage fighting.
12. **Gangs** are prohibited; a gang is defined as any non-school sponsored group possibly of secret and/or exclusive membership who purpose or practice includes the commission of illegal acts, violations of rules, establishment of territory or turf or any actions that threaten the safety or welfare of others. A student shall not participate in gang-related activities or wear gang identification such as attire, colors or clothing.
13. **Harassment**- a student shall not harass fellow students, faculty members, school employees, or visitors on the basis of race, age, sex, national origin or disability condition
14. **Hazing**- a student shall not cause or participate in any act of initiation that causes or creates a risk of causing physical, mental or emotional harm
15. **Inappropriate or Threatening Behavior**- a student shall not behave in such a way that may harm another individual, destroy property, or disrupt the school's learning environment
16. **Possession, Making or Selling of/or Being Under the Influence of Alcoholic Beverages, Illegal Narcotics, Illegal or Counterfeit Drugs or Drug Paraphernalia** while on school property, including buses, post-secondary institutions, or any school sponsored activity.
17. **Repeated or Flagrant violations** of school rules- a student shall not refuse to comply with school rules and requests of school personnel
18. **Tardiness/Cut class** - a student shall not be truant, tardy or absent without an excuse; a student shall not cut/skip class and/or school
19. **Theft**- a student shall not take or attempt to take property which does not belong to that student (*Students "finding" items on school property must turn these in immediately to a teacher or administrator. Failure to do so may lead to charges of theft. Along with the suspension, students charged may be denied the privilege of participating in all extracurricular activities for a period of up to one calendar year*)
20. **Tobacco/Nicotine product**- a student shall not use or possess any form of tobacco or product containing nicotine in any area under the control of the district or at any activity supervised by a school within the district (including but not limited to cigarettes, e-cigarettes and vapor pens)
21. **Vandalism**- a student shall not damage, deface or destroy school property or private property kept on school premises
22. **Violations** of any **Laws of the State of Ohio** or the Government of the United States
23. **Weapons**- a student shall not possess a firearm or knife or look-alike on school premises, at a school activity or on a school vehicle

Refer to Clearview Local School District Board Policy Manual sections **IGD**: Student Suspension, **JFC**: Student Conduct, and **JFC-R**: Student Code of Conduct.

STUDENT DISCIPLINE (continued)

PHYSICAL CONTACT

Excessive physical contact and public displays of affection are unnecessary and inappropriate behavior in school. Persistence in these behaviors may result in disciplinary action.

GAMES AND RADIOS

There is little extra time during the school day for the variety of games, radios, and tape/CD/MP3 players, recording devices, cameras, etc. available to students today. Because of the noise and disturbance that they may create, these items *should not be played loudly in the halls, classrooms or study halls. Individual classroom teachers retain the right to allow technology and the use of such technology in their classroom.* If confiscated, items may **be returned to the parent/guardian/administrator discretion.**

CELLULAR PHONES/ELECTRONIC DEVICES

A student may be disciplined, suspended or expelled for any of the following reasons:

Taking pictures, recording video, sharing via social media/text or any action that would cause a violation of the technology agreement is prohibited. Any electronic act that may be used to harass, bully or intimidate is prohibited. Including, but not limited to, cell phone, iPhone watch, tablet and iPod.

Students may access their phone during class changes and lunch to check messages. Cell phone use in the classroom is at the teacher's discretion. If confiscated, the following are minimum consequences:

<u>1st Offense:</u>	Parent/guardian must pick up phone from school administrator.
<u>2nd & 3rd Offense:</u>	Parent/guardian must pick up phone from school administrator and student will be issued an "After School Detention."
<u>4th Offense:</u>	In addition to the 1st- 3rd offence consequences, the student may receive an "Out of School Suspension."

**** Cell phones and other electronic devices are brought into the school at the student's own risk. ****

STAFF AUTHORITY

Students are expected to comply with reasonable requests **made by all authorized school personnel** (administrators, teachers, monitors, secretaries, custodians, cooks, bus drivers, and other school system employees whose work involves contact with the student body). This cooperation is expected at all school related activities. Students are reminded that school rules apply during all school activities and on all of the school's property.

FIGHTING/ASSAULT

- **Fighting** is defined as a situation in which blows and/or ANY other aggressive physical contact are exchanged by each party involved in the incident.
- **Assault** is defined as an attack or violent act directed at students, staff, visitors or community members on school property or at school sponsored activities. Use of racial slurs and hate language is considered assault and is a suspendable offense. Students who react nonviolently when struck or otherwise assaulted will not be subject to suspension.

STUDENT DISCIPLINE (continued)

HAZING AND BULLYING (Harassment, Intimidation and Dating Violence) File: JFCF

Hazing means doing any act or coercing another, including the victim, to do any act of intimidation or harassment to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Throughout this policy the term bullying is used in place of harassment, intimidation and bullying.

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

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

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

Prohibited activities of any type, including those activities engaged in via computer and/or electronic communications devices or electronic means, are inconsistent with the educational process and are prohibited at all times. The District educates minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

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

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, bullying and/or dating violence. If any of the prohibited behaviors are planned or discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all such activities immediately. All hazing and/or bullying incidents are reported immediately to the Superintendent/designee and the appropriate discipline is administered. The Superintendent/designee must provide the Board President with a semi-annual written summary of all reported incidents and post the summary on the District's website, to the extent permitted by law.

The administration provides training on the District's hazing and bullying policy to District employees and volunteers who have direct contact with students. Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

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

STUDENT DISCIPLINE (continued)

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

The Children's Internet Protection Act added a requirement that effective July 1, 2012 all school districts participating in the e-rate program must include language in their Internet safety policy regarding the education of minors concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response and to develop an educational plan to implement the program.

HB 116 (The Jessica Logan Act), signed by the Governor on February 2, 2012, requires districts to update Hazing and Bullying policies to include several new requirements by November 2012. The majority of language changes appear in Ohio Revised Code section 3313.666.

Harassment, bullying and intimidation are prohibited. This policy also extends to school property, school transportation, at school sponsored events, or, if the harassment, bullying and intimidation materially or substantially disrupts the educational environment and discipline of the school. An "Electronic Act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic means used to harass, bully or intimidate. In addition, the use of an "Electronic Act" used to defame another can result in civil liabilities for damages.

GUIDELINES FOR BUS STUDENTS

The following guidelines have been developed to insure the safety and well-being of all students. Failure to comply with stated rules may result in the loss of bus privileges.

1. Enter and exit the bus in an orderly manner.
2. Totally comply with all requests made by the bus driver. Bus driver may assign seats.
3. While on the bus, students must:
 - a. obey all drivers' instructions at all times.
 - b. keep all body parts and objects to themselves and inside the bus at all times.
 - c. not eat, drink, smoke, or have sharp objects or animals on the bus.
 - d. remain properly seated and keep aisles cleared at all times.
 - e. not curse, swear, tease, call names, or talk loudly or fight on the bus.
 - f. not litter or damage the bus in any way.

STUDENT SPORTS FAN CONDUCT

At all school athletic contests, Clearview students are a reflection of the school and community. As such, students are expected to conduct themselves with the ethics of good sportsmanship as a top priority.

At all home contests, students are required to sit in the bleachers designated as the home side. At all away contests, students are required to sit in the bleacher area designated for the visiting school. Only the official and designated Clearview cheerleading squads will be permitted on the floor, field, or track area. All others must remain in the designated seating area.

EXTRACURRICULAR CODE OF CONDUCT

Participation in the Clearview Local School's extracurricular activities is both an honor and a privilege. Students who choose to belong to any team or group have made themselves subject to additional responsibilities, not only to themselves, but also to their teams, groups and school. In order to gain the right to participate in any extracurricular activity, a student must understand and abide by all sections of the CHS student handbook. The student's intent to abide by this shall be evidenced in an agreement, which shall correspond with the signing of the final page of the Handbook by the student and the student's parent/guardian. This policy operates in conjunction with the Student Code of Conduct, so that, (A) these provisions are part of that code, and (B) all students participating in extracurricular activities are subject to all provisions.

CLEARVIEW SCHOOL DISTRICT
STUDENT ATHLETE CONTRACT 2019-2020

Athlete _____ **School** _____ **Sport** _____

As a member of the Clearview Local Schools Athletic Program, I will adhere to the following guidelines throughout the designated Ohio High School Athletic Association sport season:

1. I had someone represent me at the Preseason Parent Meeting or view the OHSAA Preseason Meeting the Clearview website (clearviewathletics.org). Any questions or concerns regarding the information were directed to the Athletic Director or Head Coach.
2. It is my obligation to maintain proper physical conditioning specific to the respective sport that I am participating in.
3. I understand that if I choose to participate in multiple sports, extracurricular activities, clubs, etc. then they must not interfere with practices and/or games. If these activities could potentially conflict then my participation must be cleared by the head coach prior to the start of the season. I also understand that these conflicts could affect my role as a member of the team.
4. I understand that I am expected to ride to and from all games on the bus with the team. Any conflicts in doing so should be cleared with the head coach prior to the day of the game unless there is an emergency. I also understand that even in the event of an emergency, I cannot be released to anyone other than my guardian(s) unless previously cleared with administration.
5. I will not possess, conceal, use, transmit, or show evidence of consumption of alcohol, narcotics, tobacco, and any illegal drug as defined by Ohio Revised Code.
6. I shall not disregard or refuse to obey any reasonable directives given by my coaches or other school personnel.
7. It is my obligation to act, both on and off the playing field, in a manner that properly represents the program. I will not conduct myself in such a way that I bring embarrassment upon myself, my family, the school, or the coaching staff.
8. My conduct and overall effort as a student in the classroom may impact my continued participation in the program.

STUDENT ATHLETE CONTRACT 2019-2020 (continued)

9. I will always treat teachers, staff members, coaches, teammates, officials, opponents, and others with respect in a manner befitting a good representative of Clearview Local Schools.
10. I will respect all buildings, property, and transportation vehicles. This includes, but is not limited to, the gymnasiums and locker rooms of both Clearview Local Schools and all opponents.
11. I have read the Student Handbook and understand all of the district wide policies.
12. I will not post, send, transmit, or share inappropriate messages, videos, or pictures via social media or text messaging.
13. I understand that vacations that take place during the season must be cleared by the head coach prior to the start of the season. I accept that absences from practices and/or games due to vacations could directly affect my status as a member of the team.
14. I understand that all tardiness and absences need to be cleared by the coaching staff.
15. My participation in the off-season program in no way guarantees that I will make the team and it also does not guarantee me any specific amount of playing time if I do. I do however understand that my participation in the off-season program could help me to gain the skills, fundamentals, strength, and conditioning necessary to increase my chances of making the team while giving me a greater chance of actively contributing.
16. If I am currently not involved in another sport, I will do my best to try to attend and actively participate in any/all off-season/summer workouts, weight training, conditioning, etc. I understand that off-season workouts are not mandatory however putting in extra work throughout the off-season could improve my performance, strength, and conditioning. As a courtesy, I will make sure that I contact the head coach to inform him/her any time that I will not be attending.
17. I understand that cell phones are not permitted in the gym/court/playing field at any time during practices or games unless they are turned off. Cell phone use is limited to communicating information about pick-up times or emergencies. Players must ask for permission to use a cell phone for this reason. Cell phones will be confiscated and given to respective coaches if necessary.
18. I will accept the role that I am given by the coaching staff while being attentive and coachable at all times.
19. I understand that transferring to another high school may affect my athletic eligibility. Because of this, I will make sure to consult the district Athletic Director before I consider doing so.

STUDENT ATHLETE CONTRACT 2019-2020 (continued)

20. I understand that having a full schedule of classes greatly increases my chances at being academically eligible. I also understand that NOT having a full schedule of classes could result in me not earning enough credit hours to be academically eligible for athletics. I will ALWAYS make sure to consult my guidance counselor before finalizing my schedule or dropping a class to make sure that I am enrolled in enough credit hours to participate in athletics. I understand that I must be enrolled in a minimum of 5 one-credit courses or the equivalent. In addition, I understand that I must pass a minimum of 5 one-credit courses or the equivalent in the immediately preceding grading period with a minimum 1.5 GPA for the quarter in order to be eligible to play a sport.
21. I have been issued equipment and/or apparel for the upcoming season. I understand and accept that I must return this equipment and/or apparel at the conclusion of the season, and if I do not, I will be billed for the replacement of this equipment and/or apparel. I also understand and accept that I will be held accountable for any damages that are done to this equipment and/or apparel other than the normal "wear and tear" that occurs throughout the course of a season. All of my equipment has been inspected, and any damages prior to these items being issued have been noted.
22. I understand the fact that participating in athletics may result in injury.
23. I accept the fact that it is the decision of the coaching staff and/or school administration to determine appropriate disciplinary action, and I accept that violations to any rules listed above may result in:
- Extra work
 - Loss of playing time
 - Practice, game, or seasonal suspension
 - Dismissal from the team

It is important to recognize that interscholastic athletics is a privilege and not a right. I have read the rules and am willing to abide by them as a member of the Clearview Local Schools Athletic Program.

Signature of Student Athlete

Signature of Parent/Guardian

Date

Student Name (Printed)

Parent/Guardian Name (Printed)

Clearview Local Schools Technology Acceptable Use Policy Agreement Form

Explanation of Guidelines

The Clearview Local School District (CLSD), in cooperation with the North Coast Computer Consortium (NCC), provides students access to its computer network and the Internet for educational purposes only. If a student has doubts regarding whether a resource has educational merit, he/she should ask a staff member.

By signing this Agreement, you are agreeing not only to follow the rules in this Policy and Agreement, but are agreeing to report any misuse of the network or equipment to the person designated by the School for such reporting. Misuse means any violations of the Agreement or any other use that is not included in the Agreement, but has the effect of harming another or his or her property.

All students who want to have access to electronic/online resources must sign this form. Parents/guardians of students under age 18 are also required to read and sign the agreement. Students 18 or older may sign the document themselves. Signing the document indicates that the student and parent/guardian have read and understand the expectations of the Clearview Local School District.

Scope of Technology Policies

Policies, guidelines and rules refer to all computing devices including but not limited to computers, tablets, handhelds, MP3 players, eReaders, portable memory storage devices, calculators with interfacing capability, cell phones or ECDs (electronic communication devices), digital cameras, etc., as well as technology infrastructure, associated peripheral devices and/or software:

- 1 Owned by, leased by and/or on loan to the Clearview Local School District;
- 2 Owned by, leased by and/or on loan to any third party engaged in providing services for the District;
- 3 Any computing or telecommunication devices owned by, in the possession of or being used by district students and/or staff that are operated on the grounds of any district facility or connected to any equipment at any district facility by means of direct connection, telephone line or other common carrier or any type of connection including both hardwired, fiber, infrared and/or wireless.

All Acceptable Use Policies also apply to any online service provided directly or indirectly by the district for student use, including but not limited to: E-mail, Calendar and Docs (Google Apps for Education), PowerSchool (Parent/Student Grade Book Access), InfOhio, United streaming video service, Renaissance Learning, Study Island, and turnitin .

BYOD (Bring Your Own Device) activities are implemented at the discretion of classroom teachers and building administrators. Until wireless technology is installed throughout the district we may not be able to provide wireless connectivity for personal devices. When electronic devices are used to enhance learning in the classroom, students without a personal device will be provided access to an appropriate district-owned device if possible.

Violations of any board policies, regulations, or school rules involving a student's personal electronic device may result in the loss of use of the device in school and/or disciplinary action. The school reserves the right to inspect a student's personal electronic device if there is reason to believe that the student has violated board policies, regulations, school rules or has engaged in other misconduct while using their personal electronic device. Any search will be conducted in compliance with board policies.

Clearview Local Schools Technology Acceptable Use Policy Agreement Form (continued)

Expectation of Privacy

At any time and without prior notice, the CLSD reserves the right to monitor, inspect, copy, review, and store any and all usage of the network and the Internet, as well as any information sent or received in connection with this usage. Because files remain the property of the CLSD, no one should have any expectation of privacy regarding such materials. Use of computer hardware, software and network may be logged to monitor appropriate usage.

Consequences for Violation of Technology Policies

Use of the computer network and Internet is an integral part of research and class work, but abuse of this technology can result in loss of privileges. Students who use the computer network or the Internet inappropriately may lose their access privileges and may face additional disciplinary or legal action. The extent of disciplinary action and/or loss of privileges will be determined by building administrators based on the level of the infraction.

Unacceptable Uses of Technology Resources

Inappropriate technology use includes but is not limited to the following:

1. Interfering with the normal functioning of computers, computer systems, or computer networks.
2. Damaging or theft of computers, computer systems, or computer networks.
3. Accessing, modifying, or deleting files / data that do not belong to you.
4. Giving your username or password to any other student, or using the username or password of someone else to access any part of the system.
5. Viewing, transmitting or downloading pornographic, obscene, vulgar and/or indecent materials.
6. Sending or publishing offensive or harassing messages and content. This includes bullying incidents.
7. Accessing dangerous information that, if acted upon, could cause damage or danger to others.
8. Violating copyright laws and/or the district policy on plagiarism.
9. Using the network / Internet to buy or sell products.
10. Recreational / non-educational use of electronic communication (e.g. e-mail, Instant Messaging, social media sites, etc.).
11. "Hacking" and other illegal activities in attempt to gain unauthorized access to restricted files, other computers or computer systems. Uploading any harmful form of programming, bypassing filters, installing any type of server, aliasing / spoofing, peer-to-peer networking or remote-control software. Possession of and/or distribution of any of software tools designed to facilitate any of the above actions will also be considered an offense.
12. Saving inappropriate files to any part of the system, including but not limited to:
 - a. Music files
 - b. Movies
 - c. Video games of all types, including ROMs and emulators
 - d. Offensive images or files
 - e. Programs which can be used for malicious purposes
 - f. Any files for which you do not have a legal license
 - g. Hobby or personal interest files, even if not offensive or inappropriate by other standards.
 - h. Any file that is not needed for school purposes or a class assignment.

NOTE: *If you need a file for a class project that you think may be considered inappropriate, then you need to have teacher and school administration permission prior to the class project.*

13. Uses that contribute to the violation of any other student conduct code including but not limited to cheating, plagiarism, hazing or harassment, bullying, theft, falsification of records, possession of banned substances/items, etc.

Internet Safety

Internet Safety training will be provided to students by CLSD in compliance with eRate guidelines.

**THIS PAGE NEEDS TO BE COMPLETELY FILLED
OUT FOR STUDENT ACCESS TO THE NETWORK**

Clearview Local Schools - Technology Use Agreement

Student's Agreement I hereby apply for use of the Clearview Computers and Computer network. I have read, understand and agree to abide by the terms of the Technology Use Agreement. Should I commit any violation or in any way misuse my access to the School District's network or the Internet, I understand and agree that my access privilege may be revoked and School disciplinary action may be taken against me.

Student name (printed) _____

Graduation Year _____ **Homeroom** _____

Home Phone _____

Student Signature _____

User ~ place an "X" in the correct blank: I am 18 or *older* _____ I am *under 18* _____

If I am signing this Policy and Agreement when I am under 18, I understand that when I turn 18, this Policy and Agreement will continue to be in full force and effect and agree to abide by this Policy and Agreement.

Parent or Guardian Technology Usage Agreement (to be read and signed by parents or guardians of students who are under 18): Until the signed form is returned to the school it will be assumed that the student does not have permission to participate in any of the above named activities.

As the parent or legal guardian of this student, I have read, understand and agree that my child or ward shall comply with the terms of the School District's Technology Use Agreement for the students' access to the School District's network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the School to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the Policy and Agreement. I am therefore signing this Policy and Agreement and agree to indemnify and hold harmless the School, the School District, the Data Acquisition Site, that provides the opportunity to the School District for network, and Internet access against all claims damages, losses and costs, of whatever kind, that may result from my child's or ward's use of his or her access to such networks or his or her violation of the foregoing Policy and Agreement. Further, I accept full responsibility for supervision of my child's or ward's use of his or her access account if and when such access is not in the School setting.

Phone _____

Parent/Guardian Name (printed) _____

I hereby give my permission for my child or ward to use the building-approved account to access the School District's computer network and the Internet; post pictures and schoolwork on the District Web Page; and, participate in Video Distance Learning activities. Any parent/guardian who wishes to exclude their child from these activities should sign the other side of this page.

Date _____

Parent/Guardian (signature) _____

THIS PAGE ONLY NEEDS TO BE SIGNED IF A PARENT/GUARDIAN WISHES TO EXCLUDE THEIR CHILD FROM THE LISTED ACTIVITY.

I hereby **DENY** permission for my child's picture and/or schoolwork to be posted on the School District Web Page.

Signature _____ **Date** _____

I hereby **DENY** permission for my child to be photographed, videotaped or recorded for the purposes of Public Relations or press releases and for his/her voice and image to be transmitted and viewed by instructors, students, and other persons at remote locations who are involved in a distance learning activity (such as Skype, Web Cams, etc.).

Signature _____ **Date** _____

FOR OFFICE USE ONLY:

Student Complete Name _____

ID # _____

Graduation year _____

Circle Building:

High School

Durling

Vincent

Please scan both sides and email to appropriate distribution list.



Clearview High School

4700 Broadway Avenue • Lorain, OH 44052 • Phone: (440) 233-6313 • Fax: (440) 233-6311

Noeleen L. Rothacker
Principal

Michael Newman
Assistant Principal

August 2019

Dear Clearview High School Parents and Students:

We would like to welcome back all of our returning students and their families. Moreover, we would like to send out a special welcome to our new students and their families. The Student Handbook was prepared in an effort to provide information regarding policies and procedures for the school, as well as the district. Please take the time to discuss this information with your child. The handbook is available online at www.Clearview.k12.oh.us once there, at the top of the page under schools, please click on "Clearview High School." This will bring you to the school's home page. Here you will find the link to the "**2019-2020 Student Handbook.**" Also here you will find a link to our "**Morning Announcements.**" These are posted daily and your best way to be informed of the day's events.

We are all part of your son or daughter's team. It is our goal to provide them with a safe and positive learning environment. Let us know if we can assist you in any way. Please take advantage of Power School to stay up to date on grades and attendance.

We look forward to a successful school year! Thank you in advance.

Sincerely,

Noeleen L. Rothacker
Principal

Michael Newman
Assistant Principal

I understand and agree to abide by all sections of the Clearview High School Handbook. I have also read the Hazing and Bullying Board Policy File; JFCF (pages 24-25) and fully understand this board policy.

Student Name (printed) _____

Student Signature _____

Parent/Guardian Name (printed) _____

Parent/Guardian Signature _____

Date _____ Grade _____