

**STUDENT HANDBOOK**

**Central Office**

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**High School/Junior High School**

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***This agenda belongs to:***

NAME \_\_\_\_\_

PHONE #'s \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ ZIP CODE \_\_\_\_\_

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## MOGADORE HIGH SCHOOL

A school is not a building or a set of rules and policies.

It is people and their relationships with each other.

The policies contained in this folder reflect current guidelines that will enable you to obtain the most benefit and satisfaction from your school life. To protect the freedom and individuality of each of us, some rules and policies are necessary to provide order and reason.

**Be Kind.**

**Be Human.**

**Be Somebody.**

Take an active part in what your school offers.

There is something of value for each one of you.

Help us to make our community proud of this school and its accomplishments.

## BELL SCHEDULE

1 <sup>st</sup> Bell (students enter commons)	7:15
2 <sup>nd</sup> Bell (high school students to lockers)	7:30
Warning Bell (junior high students to lockers)	7:40
Period 1	7:45 - 8:29 (44 minutes)
Period 2	8:32 - 9:16 (44 minutes)
Period 3	9:19 - 10:03 (44 minutes)
Period 4	10:06 - 10:50 (44 minutes)
Period 5A	10:53 - 11:23 (30 minutes)
Period 5B	11:26 - 11:56 (30 minutes)
Period 6A	11:59 - 12:29 (30 minutes)
Period 6B	12:32 - 1:02 (30 minutes)
Period 7	1:05 - 1:49 (44 minutes)
Period 8	1:52 - 2:36 (44 minutes)

## MOGADORE HIGH ALMA MATER

Our Strong Band Can Ne'er Be Broken

It Can Never Die;

Far Surpassing Wealth Unspoken

Sealed By Friendship's Tie.

Lift the Chorus Ever Onward;

Sing Forever More

Hail to Thee, Our Alma Mater,

Hail to Mogadore

## **ABSENCE FROM SCHOOL**

You must be in school every day unless you are ill or a family emergency arises. This requires the principal or designee's approval. Frequent absences of students from the learning experiences during the year disrupt the continuity of the instructional process. The benefit of regular classroom instruction is lost and cannot be entirely regained even by make-up work. Many students who miss school frequently experience great difficulty in achieving the maximum benefits of schooling. In accordance with this philosophy, all students are required to be in regular attendance except when excused by law.

**On the day of absence, the parent or guardian should call the high school automated attendance line (330-628-9943 press 3 and follow voice prompts) by 7:45 A.M. and report the reason for the absence.** Students are required to report to the attendance office upon returning to school with a signed excuse from their parent/guardian. Failure to do so may result in school discipline.

**No student may miss more than seven days in any class period in a nine-week grading period. If a student misses more than seven days, he/she will not receive the nine weeks' credit for any course or courses affected.** Exceptions may be made for the following:

### **REASONS FOR EXCUSED ABSENCE FROM SCHOOL THAT DO NOT IMPACT ACCUMULATED ATTENDANCE (7 day rule) (BASED ON OHIO ATTENDANCE LAWS)**

- a. Illness: All medical excuses, doctors or dentists, must be originals and turned into the attendance office by the end of the grading period in which they occur. (The wellness policy is listed on Mogadore Local Schools website).
- b. Family Illness: Immediate family requiring student to be at home.
- c. Funeral attendance: Permission must be obtained from the Principal or his designee.
- d. Emergency at home: Validity determined by the Principal or designee.
- e. Observance of religious holiday
- f. Other: Student and Parent/Guardian must obtain prior approval from the Principal.
  1. School-sponsored field trips.
  2. Two college visitation days per year (for Seniors/Juniors) with written documentation from the college.

AN OUT-OF-SCHOOL SUSPENSION **DOES** IMPACT THE ACCUMULATED ATTENDANCE (7 day rule) (BASED ON OHIO ATTENDANCE LAWS). WHEN A STUDENT HAS AN OUT-OF-

SCHOOL SUSPENSION, THE WORK MAY BE MADE UP FOR CREDIT AND MUST BE SUBMITTED WITHIN ONE DAY UPON RETURN TO SCHOOL.

**Students who are involved in or are planning on attending extra-curricular activities must be in school by the end of first period (8:29 A.M.) in order to participate and attend activities. Students must not sign out during the day (exceptions include doctor/dentist appointment, college visit, school field trip, and any other exception permitted by the principal or his/her designee) to be eligible to participate in or attend those activities that day or evening.**

### **EXCUSED ABSENCES**

Absences are now calculated by the hour due to House Bill 410. Work Missed due to excused absences must always be made up. It is the student's responsibility to request any make-up work on the day the student returns to class. No student will be granted permission to take exams early.

### **FAMILY VACATION**

Mogadore Schools holds the position that it is imperative that a student attends school regularly in order for the student to be successful. Vacations are not recommended during the school year. Family vacations will be listed as excused; **however, they will count against the student under the attendance policy. The following criteria must be met in order for a student to be permitted to go for a vacation that exceeds two days in length:**

1. One of the student's parents or legal guardians accompanies him/her on vacation.
2. **The Vacation Form, obtained in the High School Office, is completed and submitted prior to the absence.**
3. The student must not be in danger of failing any core class.
4. The student must obtain all assignments and submit them either before the vacation or on the first day he/she returns to school.
5. Vacations taken during exam days will result in a zero.

\*If the student does not comply with these requirements, the absences will be unexcused.

### **Getting Excused From School/Early Dismissals**

The Principal or his designee will handle all excuses for pupils leaving school during their regular school day. No pupil will be excused unless the Principal or his designee has confirmed the excuse. Pupils who

become ill during the day must be referred to the office. No faculty member is to excuse a pupil to go home or to leave the school on any errands without the approval of the Principal or his designated representative.

**The following procedure will be followed when a student is referred to the office for leaving school because of illness:**

The office will try to contact the home for permission to excuse the student. If this has been done, the student will be allowed to leave the school. Under no circumstances will a student be allowed to leave with another student. However, if a parent or responsible person cannot be reached, the student will be placed in the attendance office until a parent has been contacted or he/she is able to return to class.

### **MAKE UP WORK**

Obtaining make up work is the responsibility of the student. If you have been absent, it is your responsibility to contact your teachers to get assignments. The student will have the number of days absent to complete all make up work, **including tests and quizzes**. Students missing consecutive days will have the same number of days absent to make up work. Students missing one day must complete all work including tests and quizzes upon return to school. Before leaving for a field trip, the student is responsible for all missed work and the work is due upon return from the field trip. **When a student has an out-of-school suspension, the work may be made up for credit and must be submitted upon return to school.** Refer to page 24 for in-school suspension guidelines.

### **HOME INSTRUCTION**

Students receiving home instruction will only receive additional assignments after previous assignments are turned in and graded.

### **PLANNED ABSENCES**

A student must obtain the principal's approval for three days or more absence. The student must obtain a homework form with pre-approval from the principal. It is the student's responsibility to have the homework form completed by individual teachers before leaving on the planned absence. All schoolwork is due upon return to school. Absences not approved are unexcused.

**For appointments during the school day:**

1. The student must bring in a note from a parent stating the time and the reason. The parent should include a telephone number where they can be reached should a question arise.

2. **Before leaving, the student must sign out at the attendance office.**
3. Upon returning to the school, the student must bring a confirmation card from the doctor/dentist. This confirmation card should be turned in to the attendance office as soon as the student returns to school. Students who do not follow early dismissal procedures will be considered truant and shall be responsible for such consequences.

### **TRUANCY**

“Habitual truancy” is defined as 30 or more consecutive hours of absence without a legitimate excuse, 42 or more hours absent in a school month without a legitimate excuse, and 72 or more hours absent in the school year without a legitimate excuse.

“Excessive absences” are defined as 38 or more hours absent in one school month with or without a legitimate excuse or 65 or more hours absent in one school year with or without a legitimate excuse. These changes may lead to the implementation of an Absence Intervention Plan/Team.

Students absent from school without the knowledge and permission of the parent/guardian and school officials are truant.

#### **Revocation of Driver’s License.**

When a student has been absent without legitimate excuse for more than ten days or a total of 15 days in any semester, that student may have his/her temporary instruction or driver’s license suspended by the BMV. (ORC 3321.13) may be required to attend parenting classes. (ORC 3321.19)

**WHEN A STUDENT HAS AN UNEXCUSED ABSENCE NO WORK MAY BE MADE UP AND ACCEPTED FOR CREDIT.**

### **TARDINESS**

Chronic tardiness to school or to individual classes interferes with your ability to gain the most benefit from your classes. Coming to school/class without a legitimate excuse more than 10 minutes after the tardy bell shall constitute a truancy violation and will be treated as spelled out in this document. Coming to class late without a legitimate excuse, but within the first ten minutes of class shall constitute a tardy. A legitimate excuse is defined as an excuse that has been written by a staff member of M.H.S. or their designee. Tardiness will be dealt with using the following options:

Tardies to school A.M.: and/or class

- A. The office will make an attempt to warn the student on the 2<sup>nd</sup> or 3<sup>rd</sup> tardy to school.
- B. 4-tardies, and every one thereafter within the 9-week quarter, will result in an in-school suspension.

*Tardies are cumulative by a 9-week quarter*

### **ATHLETIC/CO-CURRICULAR ELIGIBILITY**

In addition to the eligibility requirements established by the Ohio High School Athletic Association, the Mogadore Board of Education follows three (3) separate standards in determining athletic/co-curricular eligibility. Students must meet all three standards in addition to the eligibility requirements established by the Ohio High School Athletic Association to be eligible.

First: The Board prohibits students in grades 7 through 12 from **participating** in Interscholastic athletics/co-curricular contests if they have not passed five full credit classes or their equivalent or receive two failing grades in the previous grading period.

Second: To be eligible for an interscholastic athletic activity/co-curricular activity a student must have maintained at least a 1.50 grade point average for the grading period prior to the grading period in which he/she wishes to **participate in contests**.

Students must meet the academic eligibility requirements of the Ohio High School Athletic Association and Mogadore High School. Mogadore Local School District also conducts a weekly eligibility on all athletes/students during current sports seasons. This requirement is run on a cumulative basis starting at the beginning of the grading period and culminating at the end of the grading period. A student's grade status is collected on a weekly basis from all teachers. All information is collected on Friday by 2:36 of each week and compiled by the Athletic Director/advisor. If it is determined that any athlete/student is failing two (2) or more subjects, the following system is followed:

- Step 1: If it is determined that student has 2 or more F grades from the weekly eligibility
  - Student must attend three (3) study sessions during the week. Failure to attend the three study sessions will result in non-participation in the next contest.



- As long as the student continues to comply with Step 1 study sessions, he/she will remain at Step 1 consequences for any further weeks of the season.

If the student does not attend the required study sessions and must sit out one contest, he/she then moves on to Step 2 the next time he/she is reported as having 2 F grades.

➤ Step 2

- -Student must attend three (3) study sessions during the week. Failure to attend the three study sessions will result in non-participation in the next 2 contests.
- As long as student continues to comply with Step 2 study sessions, he/she will remain at Step 2 consequences for any further weeks of the season.

If the student does not attend the required study sessions and must sit out one week's worth of contests, he/she then moves on to Step 3 the next time he/she is reported as having 2 F grades.

➤ Step 3

- -Student must attend three (3) study sessions during the week or be denied participation in the sport for the remainder of the season.

Study session time is provided Monday-Friday during regular detention sessions. Student must attend the mandatory three (3) sessions. Students must perform schoolwork during the study sessions. No excuses are accepted for absence, field trips, vacations, practices, appointments, etc. without Principal/Athletic Director approval. Students are encouraged to complete their study session requirement early in week in case of personal sickness or school closings.

After following the standards above, a student may regain eligibility by bringing their grades up to passing standards.

NCAA Eligibility Requirements at [www.ncaaeligibilitycenter.org](http://www.ncaaeligibilitycenter.org)  
NCAA Forms available at [www.ncaaclearinghouse.org](http://www.ncaaclearinghouse.org)

### **COLLEGE CREDIT PLUS PROGRAM**

College Credit Plus Program athletes must also maintain grade eligibility at the end of each grading period. The College Credit Plus Program student must obtain an official grade report dated and certified by the University/Professor for each class in which they are enrolled. This must be done on the published day that Mogadore High School grades close. These grade reports are due to the high school principal by the end of the next school day.

## **AWARDS**

- **HONOR ROLL** - The honor roll is a list of students who maintain a cumulative GPA of 3.6 or above. The list is compiled each 9 weeks.
- **MERIT ROLL** - Requires a cumulative GPA of 3.2 - 3.59
- **NATIONAL HONOR SOCIETY** - To outstanding students in grades 10, 11, and 12 with a cumulative GPA of 3.5 or greater. Based on scholarship, citizenship, service, and leadership. Community service/volunteer work is required!
- **PERFECT ATTENDANCE CERTIFICATE** - Goes to any student who has not missed a day of school or been tardy throughout the entire year.
- **ATTENDANCE MERIT AWARD**- No absences, not more than three tardies during the school year.
- **CATS COUNT ACADEMIC PROGRAM**  
Our program follows the principles of the “Six Pillars of Character”: Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.

## **BICYCLES, SKATEBOARDS**

(SKATES, HEELYS AND SCOOTERS)

Students are permitted to ride bicycles to Mogadore Junior/Senior High School. Care and security of such bikes is the responsibility of the student, and they are encouraged to secure them with a lock to the bike rack.

Students may not bring skateboards, skates, heelys (shoes with wheels), or scooters onto school property. Students may not ride the above on school property at any time before, during or after school hours.

## **CALAMITY DAYS**

In the event school must be canceled due to inclement weather or other unforeseen circumstances, the school will make this known through the automated phone system and through announcements on major television stations (3, 5, & 8) and local radio stations (WAKR - 1590 AM, WHK - 1420 AM, WJMO - 92.3, WMMS - 100.7, WONE - 97.5, WQMX - 94.9, WQXK - 105.1). **PLEASE DO NOT CALL THE SCHOOL. Make up Procedure: Calamity time is made up in hours, not days.**

## **CHANGING SCHEDULED CLASSES**

No pupil shall drop a class during the school year except under the following circumstances.

1. The counselors, administration, teacher, and pupil's parents must all agree that there is an educationally valid reason for the action. The parent must submit a written request to be reviewed by the team. In this situation there shall be no penalty.
2. The classroom teacher declares that the pupil lacks the ability necessary to do the course work. The counselors, administration, pupil, and pupil's parents must concur with this evaluation. In this situation there shall be no penalty.
3. Administrative changes may be made because of class size (too large or too small), errors in scheduling, class conflicts, etc. The pupil will not be penalized in these instances.
4. The class teacher declares that the pupil has the ability to do the course work but does not do it and is a detrimental influence to the rest of the class. The counselors and administration must concur with this evaluation. In this situation the pupil shall be removed from the class and receive an "F" as a final grade.

Changes or dropping a class for reasons not approved by the educational team will not be permitted. If a student has an approved reason, the class must be dropped for a semester class within the first Three (3) days of the term and for a year course five 5 days. After these deadlines, a drop means an "F" grade for the semester/year.

### **CO-CURRICULAR AND ADDITIONAL ACTIVITIES**

Baseball	Basketball
Marching Band	Choir
Cheerleading	Softball (Girls)
Spanish Club	Golf
Class Committees	Yearbook Staff
Track	Volleyball (Girls)
Football	Wrestling
National Honor Society	Cross Country Boys/Girls
Principal's Advisory Council	Future Homemakers/America
Drama Club	Class Officers

### **EDUCATIONAL EMANCIPATION**

Students who turn 18 years old while attending Mogadore High School have reached the age of majority under the Ohio Revised Code and are considered adults. As adult students, they are obligated to comply with the same rules and regulations as all other Mogadore students both during the school day and at school functions.

Students may request to be considered as educationally emancipated, responsible for all of their actions. To be emancipated, students must be at least 18 years of age, live apart from their parents or relatives, and

be self-supportive. Information pertaining to student emancipation is available from the Superintendent or Principal's office.

### **FEES AND FINES**

All fees and fines must be paid by the end of each grading period in order for a student to receive his or her report card or parking permit. Report cards and parking passes will be held until the fees/fines are paid in full. Seniors who have outstanding fees/fines will not be permitted to participate in their graduation ceremony.

### **FIRE DRILLS AND TORNADO DRILLS**

All students are to note the fire exit to be used during a fire drill. This exit is posted in each room. Silence is to be maintained when leaving in the event an exit is closed so that alternate directions can be heard. Tornados assigned locations are posted in each room.

### **FOOD/BEVERAGE**

Consumption of any food or beverage is prohibited in the classroom or hallways of the school buildings.

### **GRADING PROCEDURE**

A grade card will be issued to students four times during the school year. The procedure has two objectives:

1. To provide information on progress and status in each subject field the student is enrolled in.
2. To keep an accurate and complete record for annual and permanent office files.

### **GRADING SCALE**

The grading scale for Mogadore Jr./Sr. High School is as follows:

<b>93-100</b>	<b>A</b>
<b>85-92</b>	<b>B</b>
<b>77-84</b>	<b>C</b>
<b>67-76</b>	<b>D</b>
<b>0-66</b>	<b>F</b>

### **AVERAGING GRADES**

To average a grade for a course at the end of the semester, double the two nine-week points and add the semester exam points; then divide by five.

## PROGRESS REPORTS

A student’s daily progress is available to parents via the Internet using the Parent Access link at [www.mogadore.net](http://www.mogadore.net).

## GRADE PLACEMENTS

Mogadore High School students will be considered as passing on to the next grade level if they meet the following requirements:

- FRESHMEN**      Must have completed four required core subjects plus one additional elective. (5 total credits)
- SOPHOMORES**   Must have completed eight required core subjects plus two additional electives. (10 total credits)
- JUNIORS**        Must have completed twelve required core subjects plus three additional electives. (15 total credits)

## CLASS RANKING AND FINAL YEAR’S AVERAGE

Class rank is determined by the cumulative Grade Point Average. **The cumulative GPA is calculated by using the SEMESTER AVERAGE only.**

**VALEDICTORIAN AND SALUTATORIAN is calculated based upon the weighted cumulative 7-semester grades.**

## ACCELERATED COURSES

English 9-12 Acc., Biology Acc., Physics Acc., Chemistry Acc., Pre-Calc., AP Calculus AB, Algebra II STEM, Spanish IV, AP European History, AP Psychology, AP Biology, and Band/Choir Acc.

<u>Point Values</u>	<u>Accelerated</u>	<u>Regular</u>
<b>A (93-100)</b>	<b>5.0</b>	<b>4.0</b>
<b>B (85-92)</b>	<b>4.0</b>	<b>3.0</b>
<b>C (77-84)</b>	<b>3.0</b>	<b>2.0</b>
<b>D (67-76)</b>	<b>2.0</b>	<b>1.0</b>
<b>F (0-66)</b>	<b>0.0</b>	<b>0.0</b>

\*All 5-point classes will only be weighted if the lowest grade is a “D”.

## GRADUATION REQUIREMENTS

Graduation requirements for Mogadore High School are:

- Use at least one testing pathway to show readiness for college or a job Complete the following required credits:

English ..... 4  
 Social Studies (*American History, World History, and Principles Of Democracy*). . 3

Mathematics.....	4
Science .....	3
Physical Education and Health .....	1
Electives .....	5
Other Requirements ( <i>Fine Arts, Economics and Personal Financial Management</i> ) .....	1

Each graduate must have passed a total of 21 credits. Credits not earned during the regular school year must be made up in an accredited summer school, night school, and summer on-line courses or through correspondence. **Seniors must have their correspondence courses completed by the end of the third grading period to be eligible to participate in commencement exercises.**

Discuss with your parents, teachers, and guidance counselor the courses that are offered. After careful consideration select the curriculum which will best prepare you for the occupation or post high school training that you have planned.

While it is impossible to know with certainty at this early stage what your future plans will be, certain decisions should be based upon

- Your past grades
- Teacher recommendations
- Your scores on standardized tests
- The enthusiasm and determination with which you try to reach your goals.

### **High School Graduation Testing Requirements**

Use at least one pathway to show readiness for college or a job.

#### **Pathway 1 - Ohio's State Tests**

Earn at least 18 points on seven end-of-course state tests. Each test score earns you up to five graduation points. A high score on one test can balance a low score on another test. You must have a minimum of four points in math, four points in English and six points across science and social studies. The end-of- courses tests are:

Algebra I or Integrated Math I	English I
Geometry or Integrated Math II	English II
American Government	Biology
American History	

College Credit Plus (CCP) courses or approved AP tests, in the subject area, will satisfy the end-of-course graduation test requirement for American history, American government, and

biology. However, all schools must administer the biology end-of-course tests to all students. A student completing CCP coursework in American history and American government will not need to sit for the end-of-course tests in the subject area and may earn graduation points based on the letter grade in the course.

There are no permitted substitutions for mathematics or English language arts. All students must take the end-of-course tests.

**Pathway 2 - Industry credential and workforce readiness**

Earn a minimum of 12 points by receiving a State Board of Education-approved, industry-recognized credential or group of credentials in a single career field and earn the required score on WorkKeys, a work-readiness test. The state of Ohio will pay one time for you to take the WorkKeys test.

**Pathway 3 - College and career readiness tests**

Earn remediation-free scores in mathematics and English language arts on either the ACT or SAT. For all high school juniors, remediation-free scores set by Feb. 1 of their junior year will be used to meet their graduation requirement.

**State Board of Education Approved Criteria: Diploma with Honors\***

Each school district shall award an Ohio Department of Education, High School Honors Diploma to any student graduating after January 2017 who:

- Successfully completes the high school curriculum or individualized education program developed for the student by the high school
- Meets graduation testing requirements as determined by the Ohio Department of Education
- Meets the Ohio High School Honors Diploma criteria in one of five areas listed on the Ohio Department of Education website

To earn an Academic Honors Diploma, the student who completes the **college preparatory curriculum** in high school shall meet at least six of the following seven criteria:

- Earn four units of mathematics including Algebra I, Geometry, Algebra II or the equivalent and another higher level course or a four course sequence of courses that contains equivalent or higher content

- Earn four units of science including two advanced science units
- Earn four units of social studies
- Earn three units of one language or two units each of two world Languages (must include 2 units for which credit is sought)
- Earn one unit of fine arts
- Maintain an overall high school grade point average of at least 3.5 on a 4.0 scale up to the last grading period of the senior year
- Obtain a 27 ACT composite score or 1280 SAT score

The student who completes at least two years of an **intensive vocational or technical education curriculum** in the high school shall meet at least nine of the following 10 criteria:

- Earn four units of mathematics including Algebra I, Geometry, Algebra II or the equivalent and another higher level course or a four-year sequence of courses that contain equivalent content
- Earn four units of science, including two units of advanced science
- Earn four units of social studies
- Earn two units of one world language studied
- Four units of Career-Technical minimum. Program must lead to an industry recognized credential, apprenticeship, or be part of an articulated career pathway which can lead to post-secondary credit
- Maintain an overall high school grade point average of at least 3.5 on a 4.0 scale up to the last grading period of the senior year
- Obtain a 27 ACT/1280 SAT /WorkKeys (6-Reading for Information & 6-Applied Mathematics)
- Complete a field experience and document the experience
- Develop a comprehensive portfolio
- Achieve proficiency benchmark established for appropriate Ohio Career-Technical Competency Assessment or equivalent or earn an industry-recognized credential

Juniors and seniors may enroll in Maplewood Career Center with the approval of our counselor and the Maplewood school officials. Mogadore students attending Maplewood Career Center will be responsible to make up any additional credits needed to graduate if they return to MHS.



## **HALL PASSES**

Students must get their planner signed by the classroom teacher, use the hall pass provided by the classroom teacher as well as sign out on the sign out list posted in the classroom before leaving the class. In all cases, the classroom teacher decides when and if a student may leave the room with a pass. The identification page on the planner must be intact. If a student runs an errand for a teacher, the teacher will provide a written or designated hall pass.

## **INTERVIEWS/INTERROGATION OF STUDENTS**

1. **School officials** have the right and duty to interview students concerning misconduct or crimes that may have occurred during school hours on school property. Such interrogations may be conducted for the purpose of maintaining orderly school operations, to protect the health and safety of students or staff, or to determine the presence of dangerous weapons or other prohibited materials.
2. **In a criminal** investigation, police must secure permission from school officials before questioning a student during school hours.
3. **A school official** must be present while outside agencies or police are questioning students on school premises.
4. **If a student** is to be removed from the school premises during the school day, the student's parents must be informed by either school officials or the police prior to the removal.

## **LOCKERS**

All students will be assigned lockers. The lockers remain, at all times, the property of the school. Their use is subject to the school's right to enter and inspect lockers at any time. Students should not have an expectation of privacy as to prevent examination by school officials. Any items used to decorate the inside of the locker must be appropriate for school. Students are not to render the locking mechanism inoperable on a locker and are not to share their combination with others. You are responsible for anything that is found in your locker that violates the Student Code of Conduct.

## **LUNCHTIME RULES**

We expect students to act properly at all times in the cafeteria during lunch. In order to facilitate lunchtime, the following rules are in effect:

1. All students must be present in cafeteria during their assigned lunch. If you need to meet with a teacher, you may set up a

- meeting during your study hall. Lunchtime restroom privileges are allowed with the provided lunchroom pass.
2. All lunches are to be eaten in the cafeteria. No eating in classrooms. The principal can make exceptions for special meetings.
  3. Mogadore Jr./Sr. High School has a closed lunch policy. You may not have food ordered in from outside of the school. Friends and family are not permitted to deliver any fast food/desserts during the school day.
  4. The lunchroom supervisors will decide whether there will be assigned seats.
  5. You must clean up your table and around your table before leaving.
  6. All other school rules apply.

### **Study Hall Rule Rules**

1. No Talking
2. No Cell Phones
3. No Passes – unless with teachers permission - academic, Library, bathroom, or office
4. Do schoolwork
5. Stay in assigned seats
6. All other school rules apply as listed in the student handbook.

### **MONEY AND OTHER VALUABLES**

Pupils are discouraged in the practice of carrying large sums of money to school. Money and other valuables should not be left in lockers, in teachers' desks, or in a student's desk, etc. The office is available for the temporary deposit of money or other items of value. Students are encouraged to take all valuables during their physical education class to the physical education teacher to have locked up. No valuables should be left in the locker rooms unattended.

### **OFF CAMPUS LEARNING EXPERIENCES**

Under certain approved conditions, students will be granted course credit toward graduation by participating in learning experiences that are not part of the regular, in-school curricula. College-level courses, private tutoring, home instruction, correspondence courses, and other similar learning experiences would fall within the context of "off campus" learning. Credit could be granted with prior approval from the Principal.

## **PUBLIC ADDRESS (P.A.) ANNOUNCEMENTS**

Important P.A. announcements will be made at the end of seventh period. Everyone should listen to these carefully because they are made for your benefit. Members of groups who wish to have announcements made must bring the written announcement bearing the signed approval of the faculty sponsor to the office before the start of 7th period. P.A. forms are available in the office.

## **PARKING**

Driving to school is a privilege. This privilege may be denied or revoked at any time the student fails to cooperate with these regulations. Students must have their vehicles registered in the main office. In order to park on school property, a parking tag must be displayed on the mirror of the vehicle and students must park in their assigned numbered space. **PARKING TAGS ARE NOT TRANSFERABLE.**

The application process for a parking tag will be communicated to students. Students wishing to obtain the tag must follow the procedure and have all student fees up to date. Parking tags will cost \$25 for the year or \$15 for the second semester. To replace a lost tag, there is a \$15 charge.

Cars parked on school property are subject to search by the administration.

Students who wish to continue parking on Mogadore School property must

1. Park in their assigned numbered space;
2. Display the parking tag in the car when on school property;  
and
3. Operate the car in a reasonable and safe manner and drive no more than 10 MPH on school property.

Students who violate the school-parking requirement are subject to school discipline. If we must call you out of class to move an illegally parked car, school discipline will be administered. The school reserves the right to tow violator's vehicles at the owner's expense.

Any damage to a car parked in the school lot is not the responsibility of the school district.

## **COMMUNITY AGENCY COOPERATION**

It is the policy of the Mogadore Local School District to cooperate with all law enforcement agencies and Department of Social Services. When such agencies request permission to interview a student at school, the principal or his designee shall attempt to notify the student's

parents, when appropriate, or ensure that the agency has informed or will inform the parents, when appropriate.

Information pertaining to the identity and whereabouts of alleged offender, victims, and witnesses shall be given to police upon request. No part of the educational record of any student or their personal information will be released to police except as permitted by Section 438 of the General Education Provision's Act (Title IV of Public Law 90-247 and P.L. 93-380) pertaining to the privacy rights of students and parents.

### **SEARCH AND SEIZURE**

Search of a student and his/her possessions, including vehicles, lockers and electronic devices, may be conducted at any time the student is under the jurisdiction of the Board of Education, if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the safety of others. All searches may be conducted with or without a student's consent.

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

### **HARASSMENT (SEXUAL AND OTHER FORMS) BULLYING**

The Board of Education recognizes that a student has the right to learn in an environment untainted by sexual or other forms of harassment or discrimination. Offensive conduct, which has the purpose or effect of unreasonably interfering with learning performance or creating an intimidating, hostile, discriminatory, or offensive learning environment disrupts the educational process and impedes the legitimate pedagogical concerns of the district.

Sexual harassment includes all unwelcome sexual advances, requests for sexual favors, and verbal or physical contacts of a sexual nature.

The harassment of a student by a staff member or fellow student of this district is strictly forbidden. Any student who is found to have harassed a staff member or student will be subject to discipline in accordance with the law, board policy and the Student Code of Conduct.

When unwelcome activities described above occur, the best thing to do is to say that you are uncomfortable with the behavior and ask that it

cease. If a student is the victim of any unwanted conduct or communications, the student should report such behavior to the office. All reports shall be kept confidential and shall be investigated as soon as possible. Consequences for this type of infraction are specified in the Student Code of Conduct.

### **JUNIOR HIGH RETENTION and WASHINGTON D.C. RETENTION**

If a junior high student fails one academic subject for the year, it is recommended he or she attends summer school in order to be promoted to the next grade level. If a student fails two or more classes, he or she will be under consideration by the educational team for possible retention the following year.

#### **WASHINGTON D.C.**

1. **GRADES** – A student must not be failing more than one academic subject for the year by the end of the first semester.
2. **BEHAVIOR** – A student may not have more than one out-of-school suspension, three in-school suspensions, or five detentions prior to the trip.
3. **ATTENDANCE** – A student may not miss more than seven days in any one previous quarter prior to the trip.

#### **STUDENT DRESS AND GROOMING**

Students are expected to dress appropriately at all times. Any fashion that disrupts the educational process or presents a safety risk will not be permitted. The following styles or manner of dress are expected:

1. Shorts or skorts are permitted at any time during the school year. Please dress appropriately for the weather conditions. The shorts must be mid-thigh length. Shorts, skorts, and pants must reflect common sense, and such types as spandex or short sport pants are not permitted. Clothing must not be torn, tattered or have holes. Tape covering holes, tears or tatters will not be permitted.
2. Shorts and pants must not sag below the waistline.
3. Pajama bottoms are not permitted.
4. Shoes must be worn. Socks are recommended with shoes, flip flops and sandals for health and safety reasons.
5. Skirt and dress length should reflect common sense and decency (mid-thigh or longer).
6. Sleeveless tops must be shoulder width and should not gap at the armpit. No shirts with original sleeves cut or torn off. Tank tops, muscle shirts, midriff tops, cutout backs, low cut

and halter-tops are not permitted unless a sleeved shirt is worn on top or underneath.

7. Any apparel and/or items that promote, advertise, or are supportive of alcohol or drug use, have suggestive connotations, portray death or violence or have inappropriate or profane symbols, pictures, and/or writing is not permitted.
8. Students must wear tops that are of a length that can be tucked in the front and back at the waist, with no midriff or body parts in view while sitting or standing.
9. Hoodies (any hooded apparel) are not permitted to be worn in the building with the hood on your head.
10. Coats and gloves (defined as any garment that is filled and contains lining) are not permitted to be worn in classrooms and must be kept in lockers from 7:45 A.M. until 2:36 P.M.
11. Hats and other headwear must not be worn in the building and must not be carried to class.
12. All book bags must be kept in student lockers during the school day. All purses must fit and be stored under student desks while in the classroom.
13. Chains attached to wallets or any other potentially dangerous apparel is not permitted.
14. Hair shall be neat and clean and shall be worn so that the eyes and face are not covered. Hair shall not interfere with the safety of the individual in classes or be disruptive to the learning environment. Spiked hair or Mohawk cuts are not permitted.
15. No extreme hair colors or styles are permitted.
16. No facial piercing or other visible body piercing. Only ear/nose stud piercings that is not distracting is allowed. Clear piercings or bandages covering piercings will not be permitted.
17. No extreme facial make-up is permitted.
18. Students are not permitted to wear apparel that will cover the face or eyes.
19. In special programs and athletic teams, the coordinator of such programs and coaches of these teams shall have the authority to regulate student dress and grooming.

Dress code violations will result in the following:

- 1<sup>st</sup> offense – lunch detention will be assigned
- 2 or more offenses – in-school suspension will be assigned

The final decision on all dress and grooming issues rests with the principal. School sports uniforms and “special event days” approved

by the principal are exempt from certain portions of the dress code. Students who violate the Mogadore dress code and grooming code will not be permitted to attend classes until conformity has been made. They may also be subject to further disciplinary action.

### **OFFICE TELEPHONES**

The office telephone is available for school business and emergencies. Students may use the office telephone before and after school, at lunch or with classroom teacher permission.

### **TEXTBOOKS**

Each student is responsible for the proper care of all textbooks issued to him/her. All textbooks must have a book cover. Book socks are not permitted due to damage to the book. At the end of the course, when textbooks are collected, the students will be charged a fee for any lost or damaged book. Fees may range up to the full cost of a replacement textbook.

Students should have books covered by the end of the first week of school. Students also should not carry large quantities of paper or pencils inside a book because doing this may break the binding. Book covers are not to display any comments, drawings, or advertisements that promote alcohol, drugs or have other sexual connotations.

### **VISITORS**

All persons who are not students in the Mogadore Schools must, upon entering the school buildings, immediately register in the office and request a visitor's permit. Visitors may be required to show picture identification.

Friends coming to meet students should wait outside the building rather than come to the student's locker or classroom. Parents desiring to visit the high school are always welcome. Parents should contact the Principal's office where assistance will be given and arrangements made for visitations.

Only current Mogadore students may sit in the student section during athletic events or any extra-curricular activities.

Students in grades 7-12 are not permitted on O.H. Somers Elementary property during school hours without the permission of the Principal

### **WORK PERMITS**

Minors between the ages of 14 and 18 must have a work permit. Applications are in the office and can be obtained during the following office hours (7:30 A.M. - 3:00 P.M.).

## **DISCIPLINE**

The Mogadore Board of Education recognizes the rights of pupils as individuals and therefore seeks to balance and protect those rights by establishing the rules and regulations necessary to create a suitable curricular climate as well as a suitable co-curricular climate.

Students of the Mogadore schools have the responsibility to act in such a way as not to interfere with the rights of others to the same education opportunity. By accepting the right to participate in school programs on or off school property, the students shall also accept the responsibility to conduct themselves according to the rules, regulations and provisions governing the operation of these programs.

The building Principal is charged with the responsibility to set all school rules and enforce proper discipline. He has the discretionary authority to use or authorize other certificated personnel to use the following disciplinary measures:

The Student Discipline Code describes the misconduct that will lead to disciplinary action and the procedures to be employed in the removal, suspension, and expulsion of students. The principal or his designee shall determine, based upon the circumstances and a student's past violations, what the severity of the disciplinary action will be. The principal shall also determine whether violators acted as individuals or as a group. Disciplinary action may vary when dealing with group violations.

## **CODE OF CONDUCT**

Types of misconduct for which a student may be suspended, expelled or removed from school or from school sponsored supervised activities:

1. **Disruption** - Engaging in any conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity, or purpose or that interferes or creates a reasonable likelihood that it will interfere with the health, safety, or well-being of the rights of the other students (horseplay/harassment). This also includes failure to follow school rules or rules established in the classroom.
2. **Forgery/Falsification** - The act of falsely using, verbally or in writing, the name of another person, or falsifying times, dates, grades, addresses, or other data on school forms, or correspondence directed to the school. Using another student's planner would be a violation of this rule.
3. **Gambling** - The act of illegal gambling for money or valuables on school premises or at school events.
4. **Grooming and Attire** - Dress or appearance that constitutes a



threat to the student's health or safety, disrupts the educational process, damages school property, or is blatant exhibitionism shall be prohibited. (See Building Dress Code for further explanation.)

5. **Loitering and Trespassing** - Willful presence in a school building or restricted area of a school building at unauthorized times.
6. **PDA** - Public display of affection between students is not permitted.
7. **Cheating/Copying/Plagiarism** - Cheating, copying, or plagiarizing are prohibited and will result in a zero (no credit, no points and a detention or in-school suspension) being recorded for the article of work involved and an additional penalty may also be given.
8. **General Misbehavior** -This includes running, throwing object, horseplay, littering, being persistently unprepared for classes, food in classes, note writing, and other as determined by the Principal or his designee.
9. **Alcoholic Beverages, Drugs, or Other Look-Alike Substances**  
Possessing, using, selling, buying, transmitting, or secreting an alcoholic beverage, intoxicant, narcotic, or hallucinogenic drug, marijuana, barbiturate, amphetamine, related drugs or look-alike substances, or related paraphernalia or intoxicant on school property, including Board of Education owned vehicles, or while in attendance at any Board of Education sponsored and supervised activity. (Student will be referred for assessment and the authorities may be notified.) Use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of this rule.
  - a. **First offense**
    - i. Ten days out-of-school suspension. Seven days (or less) of the suspension may be put on hold providing that the student completes a drug/alcohol intervention program available at several community agencies. Failure to complete such a program will result in the implementation of the remaining seven days.
    - ii. A record of the offense will remain on the student's record for the remainder of the student's high school career.
    - iii. A referral will be made to the Guidance Office.

- iv. If local or state law is broken, notification will be made to the appropriate law enforcement agency.
  - b. **Second offense during high school career**
    - i. A ten-day out-of-school suspension and recommendation for expulsion will be made to the superintendent.
    - ii. Other procedures (b through d) will be the same as the first offense.
  - c. **Sale or Distribution of Drugs/Alcohol**
    - i. A ten-day out-of-school suspension and recommendation for expulsion or permanent exclusion.
    - ii. A report will be filed with the appropriate law enforcement agency.
10. **Disrespect** - Willful intimidation, insult, or other abuse, verbally or written, of any school personnel or another student.
  11. **False Alarms** - The act of initiating a fire alarm or initiating a report warning of a fire or an impending bombing or other catastrophe without cause. (Reference: Ohio Revised Code)
  12. **Fighting** - The act of hostile bodily contact among two or more students in or on school property, including Board of Education owned vehicles, or while in attendance at any Board of Education sponsored and supervised activity which is likely to result in physical harm and/or a substantial disruption.
  13. **Inciting Others to Violence or Disruption** - By words, acts, or deeds directly inciting others to commit violence or a disruption to the atmosphere of order and discipline necessary for effective learning.
  14. **Offensive Materials/Actions** - Possessing, using, selling, buying, transmitting, doing, and secreting any of the following:
    - a. **Materials** or actions which appeal predominantly to base or other prurient sexual interests, which are potently offensive to prevailing standards in the community, and which are without redeeming social value.
    - b. **Materials** or actions that contain language potently offensive to prevailing community standards.
    - c. **Materials** which are lies or slanderous to any person of institute, or which are intended to hold any student, teacher, or other employee, race, ethnic group, or religion, as such, up to scorn, ridicule, or contempt.
  15. **Persistent and/or Expanded Misbehavior** - For persistent

and/or expanded misbehavior, or other misconduct pertaining to any rules or regulations governing student conduct (e.g. more than three detentions in a 9-week grading period).

16. **Physical Attack, Bullying and/or Threat Thereof** - The act of physically assaulting any person on school property, including Board of Education owned vehicles or while in attendance at any Board of Education sponsored activity.
17. **Possession of Fireworks or Explosives** - The act of unauthorized possession, use, or threatened use of any fireworks, explosives, or other such instruments capable of inflicting bodily injury.
18. **Possession or Use of Weapons** - The act of possession, using, or threatening to use any instrument as a weapon capable of inflicting bodily injury.
19. **Profanity** - The use of profane or obscene language or gesture.
20. **Shakedown and/or Strong Arm** - The act of extortion or borrowing or attempting to borrow any money or thing of value from a person in the school, upon Board of Education owned vehicles, or while in attendance at a Board of Education sponsored and supervised activity, unless both parties enter into the agreement freely and without the presence of either implied or expressed threat.
21. **Tobacco** - The use or possession of tobacco or look like tobacco products on school premises or at school-sponsored functions, including Board of Education owned vehicles are prohibited.
22. **Theft** - The act of taking or acquiring the property of others without their consent including testing/evaluation materials and school forms (building passes, etc.).
23. **Truancy and Tardiness** - Refusal or failure to comply with state and local attendance laws. Repeated truancy/tardy violations will result in disciplinary actions/consequences (refer to pages 4 & 5)
24. **Vandalism and/or Destruction of Property** - The act or attempted act or willful destruction or defacement of school or private property either school grounds, or during a school activity, function, or event off school grounds.
25. **Insubordination** - The noncompliance of directions of reasonable requests made by any school authority, including intentional interference with the teacher's conducting of the class or failure to identify oneself to school personnel when requested.
26. **Electronic devices and accessories (cell phones, PDA, IPOD, ETC.)** – Possession and/or use of electronic devices and accessories in hallways, commons, library, restrooms, etc. will

**NOT** be permitted between 7:40 A.M. and 2:36 P.M.

Violations:

1<sup>st</sup> offense – lunch detention will be assigned

2 or more offenses – in-school suspension will be assigned

All devices and accessories will be confiscated and turned into the main office for any violation. Teachers may allow the use of electronic devices during lessons and activities in the classroom.

27. **Anti-Hazing** – It shall be the policy of the Mogadore Board of Education that hazing of any type is inconsistent with the educational process and shall be prohibited at all times in the Mogadore City School District.
28. **Violation of the Acceptable Use Policy** – policy on page 25.
29. **Violation of the Dress Code** – policy on pages 17-18.

### **GOOD NEIGHBOR POLICY**

Students in grades 7-12 are not permitted to loiter, linger, or violate the student code of conduct within properties adjacent to school property. Students who are observed by school officials violating any policy/rule will be disciplined.

### **DETENTIONS**

The teachers, administrators and the Attendance Office may assign students detentions. They are assigned for violations of this code of conduct. These detentions are to be served during the student's lunch period. Students who receive 4 or more detentions during a 9-week grading period will be assigned an in-school suspension for each violation for the remainder of the grading period.

### **IN-SCHOOL SUSPENSION**

1. Students will report to the in-school suspension room
2. Classroom textbooks, current events, and educational magazines will be provided for students throughout their in-school suspension assignment.
3. Students will take tests/quizzes during in-school suspension.
4. Students will be permitted to do written classwork assignments during in-school suspension. It is the student's responsibility to obtain their class assignments from their classroom teachers. It is the student's responsibility to complete these assignments and turn them into the classroom teacher on the assignment due date. Failure to complete and turn in assignments on time will result in consequences per each teacher's classroom rules.

### **OUT-OF-SCHOOL SUSPENSION**

WHEN A STUDENT HAS AN OUT-OF-SCHOOL SUSPENSION, THE WORK MAY BE MADE UP FOR CREDIT AND MUST BE SUBMITTED UPON RETURN TO SCHOOL. AN OUT-OF-SCHOOL SUSPENSION **DOES** IMPACT THE ACCUMULATED ATTENDANCE (7 day rule) (BASED ON OHIO ATTENDANCE LAWS)

Students suspended out-of-school are not permitted on school grounds and may not attend/participate in any school-related activities and/or functions during the length of the suspension.

### **EMERGENCY REMOVAL BY ADMINISTRATOR**

If a pupil's presence and behavior poses a continuing danger to persons or property or is an ongoing threat of disrupting the academic process, then the Superintendent, Principal, or Dean of Students may remove the student from the school, premises, curricular, or co-curricular activity.

## **COMPUTER AND NETWORK USE RULES**

(A summary, for detailed rules visit [www.mogadore.net/aup](http://www.mogadore.net/aup))

- Do follow all rules in the “Acceptable Use and Internet Safety Policy” as detailed in the Board of Education Policies & Guidelines Manuals and the website [www.mogadore.net/aup](http://www.mogadore.net/aup).
- Ask a teacher for help when you do not know how to do something.
- Computer use is a privilege and breaking rules will result in loss of computer privileges and/or other disciplinary action.
- Do not remove or add any programs to our computers.
- Do not change computer settings.
- Do not change Internet settings. Do not add or remove any Internet bookmarks/favorites unless instructed by your teacher.
- Do not unplug cables or open computer cases, mice, keyboards, monitors, or printers.
- No food, drinks, chalk, markers, or liquids near the computers.
- Do not force disks or CDs into or out of drives or place any other objects in drives. If a disk is stuck ask a teacher for help.
- Do not visit “bad” Internet sites. If you accidentally go to a bad site immediately tell your teacher.
- Do not steal passwords.
- Do not use any “hacking” software or attempt to read files that are not yours.
- Do not waste paper and ink by printing the same page multiple times (be patient, printing may take a few minutes). Print only what you need. Do not print whole web sites or other large documents without teacher permission.
- Do not send messages or email.
- No “roughhousing”, running, throwing things, or playing near computers.
- Do not break any other building or classroom rules while using computers.

\*This is only a summary of the rules. For a complete list of the rules go to [www.mogadore.net](http://www.mogadore.net)

**Mogadore Jr./Sr. High School  
2019-2020 School Year Calendar**

August	19-21	Teacher In-service /Workdays
	22	<b>First Day of School for Students</b>
September	2	Labor Day – School Closed
October	10	Parent Teacher Conferences K-12
	11	NEOEA /Conf. Comp. Day –Schools Closed
	18	End of Grading Period
November	1	Staff Professional Development
	TBD	Parent/Teacher Conferences – K-12
	27	Conference Comp Day – Schools Closed
	28-29	Thanksgiving Break - Schools Closed
December	2	School Resumes
	23-31	Winter Break - Schools Closed
January	1-3	Winter Break-School Closed
	6	<b>Students return to School</b>
	10	End of the 2 <sup>nd</sup> grading period (1 <sup>st</sup> semester)
	20	Martin Luther King Day - Schools Closed
February	17	Presidents’ Day - Schools Closed
	20	Parent Teacher Conferences K-12
March	12	ACT Testing/Teacher In-Service Day
	13	End of the 3 <sup>rd</sup> grading period
	23-27	Spring Break -Schools Closed
	30	<b>Students Return to School</b>
April	10	Good Friday- School Closed
	13	<b>Students return to school</b>
May	24	Graduations
	25	Memorial Day-Schools Closed
	29	Last Day for Students
June	1	Teacher In-service Day/Work Day

Make up Procedure: Beginning with the 2019-2020 school year, snow days and emergencies are made up in hours, not days. \*This calendar Subject to change.