

# **Goshen High School**

## **Handbook:**

### **2025-2026**



*Stephanie Walker*  
**Principal**

*Randi Isaacs*  
**Assistant Principal**

*Chuck Boothby*  
**Director ASCEND Academy**

*Kerri Mantz & Kelly Royal*  
**Guidance Counselor**

**Goshen High School**  
**6707 Goshen Road**  
**Goshen, Ohio 45122**

513-722-2227  
Attendance: 513-722-3216  
Guidance: 513-722-4317  
Fax: 513-722-2247



Dear Parents, Guardians, and Students,

As the principal of Goshen High School, it is my sincere pleasure to be a member of this great school community. Goshen High School enjoys a rich history of academic excellence that is a result of a collaborative partnership between school staff and parents. I am truly honored to be appointed to this position and am looking forward to working with the dedicated staff and parents to provide the best possible educational experience for our students.

Goshen High School is an outstanding place for students to grow educationally, get involved, and have a meaningful high school experience. In every way that schools are measured, whether it is academically, in the fine and performing arts, or athletically, Goshen High School shines.

Parents, teachers, support staff and administration all have an important role to encourage our children to become active learners. It is my sincere desire to provide expanded opportunities for our students to acquire the skills to become productive citizens in a vastly changing society. Through a close and collaborative partnership, I am confident we can make Goshen High School an even better place for our students to learn and grow.

I look forward to working with you this year and the journey ahead! Feel free to contact me with questions or concerns at [walkers@goshenlocalschools.org](mailto:walkers@goshenlocalschools.org).

Sincerely,  
Stephanie Walker  
Principal

Please note:

Policies revised by the board supersede provisions in this handbook; this handbook includes several references to board policy codes. Students and parents can review the most current board policies online.

<https://go.boarddocs.com/oh/goshenlocal/Board.nsf/Public?open&id=policies>

### **Goshen School District Vision**

The vision of Goshen Local school District is to be a district of excellence where students achieve their fullest potential through:

- Highest Quality instruction that ensures all students are career and college ready,
- A state of the art learning environment employing technology and resources to support critical thinking, creativity, and problem solving connected to the community and the real world,
- Strong accountability systems to ensure that we meet the needs of each student.

### **Goshen School District Mission**

The Mission of Goshen Local Schools is to ensure that all students perform at continuously higher levels.

### **Board of Education Members**

Mrs. Deborah Gray, President; Mr. Bill Herrera, Vice President;  
Mrs. Melissa Paprocki, Member; Mrs. Lisa Wernke, Member; Mr. Corey West, Member

### **Central Office Administration**

Mr. Brian Bailey, Superintendent; Mrs. Theresa Scherzinger, Assistant Superintendent;  
Mr. Tom Turner, Director of Student Services; Mr. Troy Smith, Director of Operations;  
Mr. Todd Shinkle, Treasurer; Mr. Mark Slagle, Technology Director;  
Mr. Pat Dubbs, Director of College & Career Readiness

**Title IX STATEMENT OF NONDISCRIMINATION  
AND CIVIL RIGHTS VIOLATION REPORTING PROCEDURES**

The Board is committed to an environment in which all individuals, including students, staff, job applicants, the general public and individuals with whom it does business, are treated with dignity and respect. The Board prohibits discrimination based on race, color, national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, military status or legally acquired genetic information.

For Title IX concerns/complaints, contact the Title IX coordinator.

Responsibilities: Coordinates the school's compliance with Title IX and ensures that the school responds appropriately, effectively, and equitably to Title IX issues, including sex- and gender-based harassment and discrimination, which includes sexual misconduct and sexual harassment.

**Title IX Coordinator -  
Theresa Scherzinger  
Assistant Superintendent  
6694 Goshen Road, Goshen, Ohio 45122  
scherzingert@goshenlocalschools.org  
513-722-2222 ext 4511**

Reports may be made in person, by phone, regular mail, and by email.

Reports may be made at any time by phone, mail or email, even during non-business hours.

**APPOINTMENTS WITH ADMINISTRATION:** Building Administration will be available to meet with parents. Working collaboratively with the community is a high priority. It is important to call 24 hours in advance to arrange an appointment to ensure availability of building counselors and administrators. Appointments can be scheduled with the building secretary.

**ABSENCES:** Please Note: For the 2025-2026 school year, Ohio law requires schools to count absences by hours rather than days. The responsibility of regular attendance at school rests with the parent. Irregular attendance is the major reason for poor schoolwork. Unexcused absences will be subject to the Board Adopted Policy JED.

**Absences from school may be excused for the following reasons:**

Reasons for which students may be medically excused include, but are not limited to:

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

Reasons for which students may be non medically excused include, but are not limited to:

1. death in the family (applies to absences of up to 18 school hours unless a reasonable cause may be shown for a longer absence);
2. observation of religious holidays consistent with the truly held religious beliefs of the student or the student's family;
3. traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to 24 school hours);
4. absences of a student of a military family for purposes of visiting their parent, legal guardian or custodian who is an active duty member of the uniformed services that

- has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting;
5. absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status;
  6. absences due to a student being homeless or
  7. as determined by the Superintendent.

Contact with the parent shall be attempted by phone. If no contact is made with the legal guardian, an attendance letter will be mailed.

Each student may receive 65 excused hours (10 days) of absence for the school year (5 days per semester) by presenting a note from a parent/guardian within two days upon his/her return to school after an absence.

The note must contain the following information:

1. Dates student was absent from school,
2. Reason for absence.
3. Parent or guardian signature and phone number. A form will be sent home at the beginning of the year. Please use these forms for students' notes.

A physician's note must verify any additional absences beyond the 32.5 hours (5 days) excused by parent/guardian notes per semester. All absences not meeting these criteria will be considered unexcused and will result in a grade of zero being given for work in each class missed. No make-up work will be permitted.

The Board does not believe that students should be excused from school for vacations and other non-emergency trips. The responsibility for such absence resides with the parent(s), and they must not expect any work missed by their child to be retaught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent.

A referral will be filed with Juvenile Court when a student has accumulated unexcused absences of 30 or more consecutive hours, 42 or more hours in one month, or 72 or more hours in a school year.

In accordance with the Ohio Revised Code and the Goshen Local School District Board of Education policy, you may be asked to attend an absence intervention team meeting, comprised of Goshen Local Schools staff and possibly a representative from the Clermont County Juvenile Court.

**ABSENCE ACTIVITY CODE:** Any student who misses 30 or more hours of unexcused absences may be held from School Dances and Extra-Curricular Activities. It will be at Admin discretion.

**ABSENCE NOTIFICATION:** Parents/guardians are asked to notify the attendance office (722-3216) that a student will be absent as soon as possible.

**EXTENDED PERIODS OF ABSENCE:** If a student is going to be absent for 3 days or more, the parents must notify the school at least two school days in advance of the absence unless an emergency situation exists. The school administration will determine whether the absence is excusable.

**LONG TERM ILLNESS:** Students who experience long term illness, hospitalization, or who have a physical impairment or medically substantiated problem which requires frequent absences may be granted an additional attendance allowance after a review by the administration.

**CHRONIC ABSENTEEISM:** A student is chronically absent when he/she has missed 10% of days (excused and/or unexcused) over the course of one school year. Chronic Absenteeism negatively affects our school's state report card.

Truancy, Absence Intervention Plan & Filing a Complaint with Juvenile Court  
Goshen Schools is committed to reducing student absences through strong communication with families, investigating the causes of absences, and applying clear guidelines for tardiness and unexcused absences.

Under Ohio law, a student is considered habitually truant if they are absent without a valid excuse for:

- 30 or more consecutive hours
- 42 or more hours in a month
- 72 or more hours in a school year

When this occurs, the student is assigned to an Absence Intervention Team (AIT). This team includes school staff and the student's parent or guardian and may involve counselors, social workers, or outside support agencies. A court liaison may also attend, and the student may be included when appropriate.

Goshen High School will make multiple attempts to involve families in this process. If parents are unresponsive, the school may contact children's services and proceed with an intervention plan. If the student does not cooperate or make progress, a complaint may be filed in juvenile court.

If habitual truancy is identified near the end of the school year, Goshen Schools may either work with the student's family over the summer to develop an intervention plan for implementation in the fall, or reconvene the Absence Intervention Team at the beginning of the next school year.

**ABSENCE DUE TO SUSPENSION:** Suspension days are not part of the five (5) day per semester policy. Students suspended from school are given the opportunity to make up all missed assignments. It is the responsibility of the student to communicate with their teachers concerning missed assignments.

**ATTENDANCE:** Ohio State law states that attendance is compulsory (Ohio Revised Code 3321.04). Students must attend all sessions of school while enrolled unless there are necessary causes for absence. The administration and staff view regular attendance as imperative and will make every effort to enforce the attendance regulations of the State of Ohio and Board of Education. Regular attendance is the responsibility of the parent and student. Parents and students are advised that absence from school will contribute to academic deficiency. Therefore, regular and punctual attendance is expected of all students and will be reflected in the successful completion of course work. Excessive absence may result in non-admittance to school activities (Prom etc). Any student who misses 30 or more hours of unexcused absences may be held from School Dances and Extra-Curricular Activities. It will be at the administration discretion. Excessive absence could result in referral to Clermont County Juvenile Court and/or loss of a student's work permit.

**ADVANCED PLACEMENT:** Advanced placement classes are offered in all four academic core areas, technology and music; information is available in the guidance office.

**BUILDING USAGE:** No students are to remain in the building or on school property after school hours unless he/she is a member of a recognized group practicing or meeting under the direct supervision of a school employee.

**BULLETIN BOARDS/DISPLAY CASES/SIGNS:** These are assigned to school organizations, classes, or departments. The activity sponsor or department head is responsible to ensure that timely and appropriate materials are posted. Other posters or banners which are related to school sponsored activities may be posted elsewhere in the building upon approval of the administration.

## **BULLYING POLICY: (Harassment, Intimidation and Dating Violence)**

### **Board Policy JFCF**

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

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 mental or 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, on a school bus or at a school-sponsored activity. Students found responsible for harassment, intimidation or bullying by an electronic act may be suspended. Discipline procedures will not infringe on any student's rights under the First Amendment to the Constitution of the United States. When the behavior is sexual harassment, the Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

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 the 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, bullying and/or dating violence incidents are reported immediately to the principal/designee and appropriate discipline is administered. When employees have actual knowledge that the behavior is sexual harassment, they must contact the Title IX Coordinator.

The Superintendent/designee must provide the Board President with a semiannual 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 and by November 30 annually reports to the Ohio Department of Education and Workforce compliance with this requirement through the consolidated school mandate report. If the District reports noncompliance, the Superintendent/designee must provide a written explanation to the Board within 30 days explaining this noncompliance and a written plan of action for accurately and efficiently addressing the problem.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying. Administrators, teachers, other employees

and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law. No one is permitted to retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing and/or bullying of an individual.

Hazing and Bullying (Harassment, Intimidation and Dating Violence) Board Policy JFCF-R  
The prohibition against hazing, dating violence, harassment, intimidation or bullying is publicized in student handbooks and in the publications that set the standard of conduct for schools and students in the District. In addition, information regarding the policy is incorporated into employee handbooks and training materials. When the behavior involves allegations of sexual harassment, the Title IX sexual harassment grievance process will be followed, as applicable. When the behavior is sexual harassment, the Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

#### School Personnel Responsibilities and Complaint Procedures:

Hazing, bullying and/or dating violence can include many different behaviors. Examples of conduct that could constitute prohibited behaviors include, but are not limited to:

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

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



## Teachers and Other School Staff:

Teachers and other school staff who witness acts of hazing, bullying and/or dating violence, as defined above, promptly notify the building principal/designee of the event observed, and promptly file a written incident report concerning the events witnessed.

Teachers and other school staff who receive student or parent reports of suspected hazing, bullying and/or dating violence promptly notify the building principal/designee of such report(s). If the report is a formal, written complaint, the complaint is forwarded to the building principal/designee no later than the next school day. If the report is an informal complaint by a student that is received by a teacher or other professional employee, he/she prepares a written report of the informal complaint that is forwarded to the building principal/designee no later than the next school day.

## Complaints

### Formal Complaints:

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

### Informal Complaints:

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

### Anonymous Complaints:

Students who make informal complaints as set forth above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. The anonymous complaint is reviewed and reasonable action is taken to address the situation, to the extent such action (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of hazing, bullying and/or dating violence.

### False Complaints:

Students are prohibited from deliberately making false complaints of harassment, intimidation or bullying. Students found responsible for deliberately making false reports of harassment, intimidation or bullying may be subject to a full range of disciplinary consequences.

### Intervention Strategies:

#### Teachers and Other School Staff

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

School personnel may find opportunities to educate students about harassment, hazing, intimidation and bullying and help eliminate such prohibited behaviors through class discussions, counseling and reinforcement of socially appropriate behavior. School personnel

should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating or intimidating another student/school personnel, even if such conduct does not meet the formal definition of harassment, hazing, intimidation or bullying.

#### Administrator Responsibilities:

##### A. Investigation

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

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

When hazing and/or bullying is based on race, color, national origin, sex, or disability, and the behavior creates a hostile environment, the applicable nondiscrimination grievance procedures are implemented where applicable.

##### B. Nondisciplinary Interventions

When verified acts of hazing, bullying and/or dating violence are identified early and/or when such verified acts do not reasonably require a disciplinary response, students may be counseled as to the definition of the behavior, its prohibition and their duty to avoid any conduct that could be considered harassing, hazing, intimidating and/or bullying.

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

##### C. Disciplinary Interventions

When acts of harassment, intimidation and bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Discipline procedures will not infringe on any student's rights under the First Amendment to the Constitution of the United States.

Anonymous complaints that are not otherwise verified, however, cannot provide the basis for disciplinary action.

In and out-of-school suspension may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation.

Expulsion may be imposed only after a hearing before the Board, a committee of the Board or an impartial hearing officer designated by the Board in accordance with Board policy. This consequence is reserved for serious incidents of harassment, intimidation or bullying and/or when past interventions have not been successful in eliminating prohibited behaviors.

Allegations of criminal misconduct are reported to law enforcement, and suspected child abuse is reported to Child Protective Services, per required time lines.

Report to the Custodial Parent or Guardian of the Perpetrator:

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

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

Reports to the Victim and His/Her Custodial Parent or Guardian:

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

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

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

Police and Child Protective Services:

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

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

**This definition helps determine whether an incident is bullying, another type of aggressive behavior, or both:**

QUALIFIERS	CONFLICT	RUDE	MEAN	BULLYING
Frequency	Occasional	Occasional	Once or twice	Frequent; repeated
Intent	Not planned; in heat of moment	Spontaneous, unintentional	Intentional	Planned; intentional
Who is hurt?	All parties are upset	Can cause hurt feelings; upset	Can hurt others deeply	Target is upset

<b>Cause</b>	All parties want to work things out	Based in thoughtlessness, poor manners, or narcissism	Based in anger; impulsive cruelty	Bully trying to gain control over target
<b>Taking responsibility</b>	All parties accept responsibility	Rude person accepts responsibility	Behavior is often regretted	Bully blames target
<b>Who wants resolution?</b>	Effort made by all parties	---	---	Target wants to stop bully's behavior; bully does not
<b>Resolution</b>	Can be resolved through mediation	Building social skills could be of benefit	Needs to be addressed; should NOT be ignored	Needs to be addressed; should NOT be ignored

More information can be found at:  
<https://www.goshenlocalschools.org/page/bullying-prevention>

### **CAFETERIA:**

Students are expected to be well-mannered and courteous during lunch. Cafeteria rules are as follows:

1. Be courteous, no cutting in line.
2. Return all refuse, utensils, and trays to the proper disposal areas.
3. No food, utensils, refuse, or other objects are to be thrown.
4. No glass bottled drinks are permitted.
5. No candy or junk foods are permitted to be sold any place in the building during all lunch periods.
6. Lunches are not to be delivered to school from restaurants/carry outs.
7. Lunches brought from home are to be eaten in a designated location.

Breakfast and lunch will be served each day that school is in session. Students are expected to go through the line for their lunches and use money from their account (see details below) for any extras).

1. Breakfast Prices: Free to all students
2. Lunch Prices: Free to all Students
3. Menus can be found online at [www.goshenlocalschools.org](http://www.goshenlocalschools.org).

MEAL PAY PROGRAM Goshen Local Schools utilize a computerized cafeteria system called MY PAYMENTS PLUS. Each child in the district has a meal account that is accessed with a personal identification number (PIN). Information regarding this system is given to each child at the beginning of the school year. The four-digit PIN will remain the same for each child throughout his or her education in Goshen Schools. Requests for refunds in near graduation should be directed to the Food Service Program at 513-728-7991.

**CELL PHONES:** Students are not permitted to use cell phones during the school day. This policy also applies to wireless audio devices (such as earbuds, headphones, and AirPods) and smartwatches (e.g., Apple Watches). Exceptions may be made only when use is authorized through a student's IEP, 504 Plan, or for documented medical needs.

If a parent or guardian needs to reach a student during the school day, they should contact the school office. The student will be notified through the appropriate school communication channels.

The consequence for violating cellphone guidelines:

- 1st offense (Classroom) - warning provided and parent contacted by teacher
- 2nd offense (Strike 1 in Office) - phone sent to office, parent contacted, and student can pick up phone from office at the end of the day
- 3rd offense (Strike 2 in Office) - phone sent to office, device must be picked up by the parent/guardian, and conversation is had about the repercussions if a student

earns Strike 3.

- 4th offense (Strike 3 in Office) - phone sent to office, device must be picked up by the parent/guardian, and device is not permitted to return to the school building for a designated amount of time up to and including the rest of the school year.
- Chronic abuse of cell phone privileges will result in appropriate disciplinary measures up to and including suspension from school.

**CHANGE OF ADDRESS:** It is important that the office have on file an accurate address and phone number (home and work) of the parents of each student. Any time a change of address or phone number occurs, the parent/guardian must make the update in FinalForms and then notify the guidance office immediately.

**CLASS SCHEDULE CHANGES:** Students are encouraged to select their courses carefully in the spring. The number of requests for that class determines class sections and teacher assignments. Changes affect class size and course needs. Students should read descriptions of courses, make a selection and talk with teachers, counselors and parents to be sure their choices are appropriate. Students are not permitted to make schedule changes with the exception of the following situations and only with parent, counselor, and administration approval:

1. Student is requesting to change a core class to select a more appropriate course level (i.e. Honors vs. AP)
2. Student is in a yearlong elective course and has a specific reason for not selecting to complete the 2nd half of the course (i.e. failed 1st semester).
3. A student needs to add a course related to future plans or in order to meet graduation requirements.

Schedule Change Process:

1. Obtain a Schedule Change Request form from the guidance office and complete all portions of this request form and understand this is a REQUEST only, not a guarantee.
2. Turn in completed form to the appropriate counselor mailbox in the guidance office.
3. FOLLOW ORIGINAL SCHEDULE until you have met with your counselor and a new schedule has been given to you (if approved).

**COLLEGE PREP:** Goshen High School offers a college preparatory curriculum as defined by the State Board of Education consisting of the following:

English	4 units
Mathematics	4 units ( including Integrated III)
Science	4 units ( including 2 advanced science courses)
Social Studies	4 units
Foreign Language	2 units
Fine Arts	1 unit

**COLLEGE CREDIT PLUS ELIGIBILITY:** CCP information is available in the guidance office.

**COLLEGE VISITS:** Seniors and second semester Juniors having a definite appointment with a college admissions office may be granted up to four (4) days (over a two year period) of approved absences. Clearance for such appointments must be obtained from the guidance office 2 days prior to the date of the absence. It will be the student's responsibility to make up any work that is missed.

**COMMUNICABLE DISEASES:** Any student suspected or reported to have a communicable disease will be examined by the school nurse or public health nurse and upon recommendation may be excluded from school. Readmission will be allowed by a physician's statement or by consultation with the school nurse or public health nurse.

**COMMUNITY SERVICE:** Beginning with the graduating class of 2013 all students must complete 12 hours of community service prior to graduation. There are many opportunities to

complete this expectation throughout the school year. Guidelines will be provided to students and the evidence will be collected throughout the course of the school year.

### **COMPUTER/ONLINE SERVICES ACCEPTABLE USE AND INTERNET SAFETY:**

Computers and use of the District network or online services support learning and enhance instruction, as well as assist in administration. For purposes of this policy, computers include District-owned desktop computers, laptops, tablets and other mobile computing devices.

All computers are to be used in a responsible, efficient, ethical and legal manner. Failure to adhere to this policy and the guidelines below will result in the revocation of the user's access privilege. Unacceptable uses of the computer/network include but are not limited to:

1. violating the conditions of State and Federal law dealing with students' and employees' rights to privacy, including unauthorized disclosure, use and dissemination of personal information;
2. using profanity, obscenity or other language that may be offensive to another user or intended to harass, intimidate or bully other users;
3. accessing personal social networking websites for noneducational purposes;
4. reposting (forwarding) personal communication without the author's prior consent;
5. copying commercial software and/or other material in violation of copyright law;
6. using the network for financial gain, for commercial activity or for any illegal activity;
7. "hacking" or gaining unauthorized access to other computers or computer systems, or attempting to gain such unauthorized access;
8. accessing and/or viewing inappropriate material and
9. downloading of freeware or shareware programs.

Because access to online services provides connections to other computer systems located all over the world, users (and parents of users who are under 18 years old) must understand that neither the school nor the District can control the content of the information available on these systems. Some of the information available is controversial and sometimes offensive. The Board does not condone the use of such materials. Employees, students and parents of students must be aware that the privileges to access online services are withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established. A user's agreement is signed in Final Forms to indicate the user's acknowledgment of the risks and regulations for computer/online services use. The District has implemented technology-blocking measures that protect against access by both adults and minors to visual depictions that are obscene, child pornography, or, with respect to the use of computers by minors, harmful to minors. The District may also use monitoring devices that, to the extent permitted by law, maintain a running log of internet activity and record which sites a particular user has visited.

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

The District reserves the right to amend policies and regulations as necessary throughout the school year. Users are notified of the updated policies and regulations and must comply with the updated requirements. These policies and regulations also apply to use of District-owned devices, or accessing of District intranet and software programs off District property. All users using platforms established for e-learning regardless of whether the student or employee is using a personal or District-provided device must be used in accordance with the standards for conduct outlined in this policy and the accompanying regulation. Users in violation of this policy or the accompanying regulation may be subject to discipline.

### **MONITORING OF SCHOOL ISSUED DEVICES:**

For the following provisions, "school-issued device" means hardware, software, devices and accounts that a school district, acting independently or with a technology provider, provides to an individual student for dedicated student use. "Technology provider" means a person who contracts with a school district to provide a school-issued device for student use and creates, receives or maintains education records pursuant or incidental to its contract with the District. "Technology provider" does not include a county board of developmental disabilities,

educational service center, information technology center, assessment provider, curriculum provider, or city, local, exempted village or joint vocational school district that enters into a service contract with a school district that includes issuing school-issued devices to students. In compliance with State law, the District and technology providers in contract with the District are prohibited from electronically accessing or monitoring the following except when otherwise authorized by law:

1. location-tracking features of a school-issued device;
2. audio or visual receiving, transmitting or recording features of a school-issued device;
3. student interactions with a school-issued device, including, but not limited to, keystrokes and web-browsing activity.

These prohibitions on electronic access and monitoring of school-issued devices do not apply in the following circumstances:

1. where limited to a noncommercial educational purpose for instruction, technical support or exam-proctoring by District employees, student teachers, staff, a vendor or the Ohio Department of Education and Workforce (ODEW);
2. the activity is permitted under a judicial warrant or subpoena unless otherwise prohibited by State or Federal law;
3. the District or provider is notified or becomes aware that the device is missing or stolen;
4. the activity is necessary to prevent or respond to a threat to life or safety and access is limited to that purpose;
5. the activity is necessary to comply with Federal or State law;
6. the activity is necessary to participate in federal or state funding programs.

In any year the District or a technology provider elects to generally monitor a school-issued device under any of these circumstances, the District must provide notice to all parents of enrolled students. If access or monitoring of a student's school-issued device occurs due to a judicial warrant or subpoena, a missing or stolen device, or in response to a threat to life or safety and the school district initiates responsive action, the District must notify the parent of the student within 72 hours of access and provide a written description of the triggering circumstance, including which features of the device were accessed and a description of the threat, if any. This notice is not required when the notice itself would pose a threat to life or safety.

#### **Maintenance of Education Records by Technology Providers:**

Technology providers in contract with the District must comply with State law provisions related to the collection, use and protection of data as if it were a school district. Education records created, received, maintained or disseminated by technology providers are solely the property of the District. Technology providers in contract with the District must comply with the following:

1. if education records maintained by the technology provider are subject to a breach, the technology provider will disclose to the District all information necessary to comply with State law following discovery of the breach;
2. unless renewal of a contract with the District is reasonably anticipated, the technology provider will destroy or return all education records created, received or maintained to the District within 90 days of the expiration of the contract;
3. the technology provider cannot sell, share or disseminate education records, except as part of a valid delegation or assignment under the contract with the District, unless otherwise allowed by State law;
4. the technology provider cannot use education records for any commercial purpose other than the services contracted for by the District.

A contract between technology providers and the District must ensure appropriate security safeguards for education records, including, but not limited to:

1. a restriction on unauthorized access by the technology provider's employees or contractors;

2. a requirement that the technology provider's employees or contractors may be authorized to access education records only as necessary to fulfill the official duties of the employee or contractor.

#### **Notice and Inspection of Technology Provider Contracts:**

The District must provide parents and students annual notice by August 1 of any curriculum, testing or assessment technology provider contract affecting a student's education records. The notice can be by mail, electronic mail or other direct form of communication and must do all of the following:

1. identify each curriculum, testing or assessment technology provider with access to education records;
2. identify the education records affected by the curriculum, testing or assessment technology provider contract;
3. include information about the contract inspection;
4. provide contact information for a school department that can answer parent and student questions or concerns regarding programs or activities that allow a technology provider access to education records.

#### **Acceptable Use and Internet Safety Policy:**

The following guidelines and procedures shall be complied with by staff, students or community members who are specifically authorized to use the District's computers or online services.

1. Use appropriate language. Do not use profanity, obscenity or other language that may be offensive to other users. Illegal activities are strictly forbidden.
2. Do not reveal your personal home address or phone number or those of other students or colleagues.
3. Note that electronic mail (email) is not guaranteed to be private. Technology coordinators have access to all messages relating to or in support of illegal activities and such activities may be reported to the authorities.
4. Use of the computer and/or network is not for financial gain or for any commercial or illegal activity.
5. The network should not be used in such a way that it disrupts the use of the network by others.
6. All communications and information accessible via the network should be assumed to be property of the District.
7. Rules and regulations of online etiquette are subject to change by the administration.
8. The user in whose name an online service account is issued is responsible for its proper use at all times. Users shall keep personal account numbers and passwords private. They shall use this system only under the account numbers issued by the District.
9. The system shall be used only for purposes related to education or administration. Commercial, political and/or personal use of the system is strictly prohibited. The administration reserves the right to monitor any computer activity and online communications for improper use.
10. Users shall not use the system to encourage the use of drugs, alcohol or tobacco nor shall they promote unethical practices or any activity prohibited by law or Board policy.
11. Users shall not view, download or transmit material that is threatening, obscene, disruptive or sexually explicit or that could be construed as harassment, intimidation, bullying or disparagement of others based on their race, color, national origin, ancestry, citizenship status, sex, sexual orientation, age, disability, religion, economic status, military status, political beliefs or any other personal or physical characteristics.
12. Copyrighted material may not be placed on the system without the author's permission.
13. Vandalism results in the cancellation of user privileges. Vandalism includes uploading/downloading any inappropriate material, creating computer viruses and/or any malicious attempt to harm or destroy equipment or materials or the data of any other user.



14. Users shall not read other users' mail or files; they shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to read, delete, copy, modify or forge other users' mail.
15. Users are expected to keep messages brief and use appropriate language.
16. Users shall report any security problem or misuse of the network to the teacher, his/her immediate supervisor or building administrator.

**COUNSELOR APPOINTMENTS:** Please contact the guidance office secretary at 722-4317 or the counselors at least 24 hours in advance to arrange for a parent meeting with your student's counselor. For students, please complete an "Appointment Request" form either through School Links or email your counselor directly.

**DANCE GUIDELINES:** School dances are provided for students' enjoyment. Students must be at least in grade 9 in order to attend high school dances. Any student behaving in a socially unacceptable manner will be asked to leave the school grounds. All rules in the Code of Conduct apply during school dances. Only students of Goshen High School and their registered out of school guests may attend school dances. Guest registration forms are available in the main office; they must be turned in one week before the dance. Activity sponsors must give permission for an organization to schedule a dance. Final approval of date and time rests with the principal.

### **DISCIPLINARY MEASURES:**

- **AFTER-SCHOOL DETENTION/LUNCH DETENTION:** Assigned by any staff member for student violation of school or classroom rules. Failure to serve a detention/lunch detention may result in additional disciplinary action by a building administrator.
- **ALTERNATIVE PUPIL PLACEMENT (APP):** APP is an in-school consequence that removes a student from their regular schedule and puts them in a very small group setting that is monitored by a staff member. Students still have access to their classwork via Google Classroom and teachers also have access to students in APP if necessary. Students behaving in an inappropriate manner as referenced in the Code of Conduct may be assigned to APP. Repeated violations or refusal to attend APP may result in additional APP assignments, Friday School, suspension from school or expulsion from school.
- **FRIDAY SCHOOL:** Held on designated Fridays (3:00 p.m.- 5:00 p.m.) in the Goshen High School Community Room. Students are required to study class work for the entire time assigned. Failure to attend Friday school may result in additional disciplinary action by a building administrator.
- **SUSPENSION:** A denial of participation in school and school activities for no more than ten (10) days per suspension. Students suspended from school are given the opportunity to make up all missed assignments.
- **EXPULSION:** The removal of a student from school for more than 10 school days, up to 180 school days, depending on the seriousness of the offense. The Superintendent is authorized to expel a student for an initial period of up to 180 school days for actions that are determined to pose imminent and severe endangerment to the health and safety of other students or school employees, even though the student's actions may not qualify for permanent exclusion from school. A student cannot be expelled solely for unexcused absences. An expulsion can extend beyond the end of the school year if there are fewer school days than expulsion days remaining. The Superintendent may apply any remaining part or all of the period of the expulsion to the following school year. The Superintendent may require a student to perform community service in conjunction with or in place of an expulsion. Expulsion proceedings will be initiated against a student who has committed an act that warrants expulsion even if the student withdraws from school before the hearing has been held or the decision has been made to expel the student.

**OTHER SUSPENSIBLE OFFENSES:** The Student Code of Conduct lists the types of conduct prohibited as adopted by the Board of Education pursuant to section 3313.661 of the Ohio

Revised Code. A violation of the code may result in a suspension from school.

**PROCESS FOR SUSPENSION & EXPULSION:** Under Ohio law, students are entitled to due process before being suspended or expelled.

**Suspension:**

Before a student is suspended, they will receive a written notice of intent to suspend and be given an informal hearing with the administrator. The notice will include:

- A statement of intent to suspend,
- A description of the behavior in violation of the Student Code of Conduct,
- The specific rule(s) violated,
- The dates of the suspension.

**Expulsion:**

Before a student is expelled, a written notice of intent to expel is sent to the student and parent/guardian. The student and parent are given the opportunity for an informal hearing before the expulsion decision is made. The notice includes the same four elements listed above.

Suspended or expelled students will receive unexcused absences for days missed.

**Appeals Process:**

Suspensions may be appealed in writing within 10 days to the Superintendent or designee. Expulsions may be appealed in writing within 10 days to the Board of Education or its designee. Students and parents may be represented during appeal hearings. Further appeals may be made to the Clermont County Court of Common Pleas. Students may not return to school during the appeal process. However, if the suspension or expulsion is reversed, the student will be allowed to make up for all missed work.

### **EMERGENCY REMOVAL:**

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the Superintendent, principal, assistant principal or personnel employed to direct, supervise or coach a student activity program may remove the student from the premises. In an emergency removal, a student can be kept from class until the matter of the alleged misconduct is disposed of either by reinstatement, suspension or expulsion. Students in grades pre-K through three may only be removed for the remainder of the school day and must be permitted to return the following school day. The District may only proceed with a related suspension or expulsion in compliance with State law.

### **RESTRAINT AND SECLUSION:**

While the District wishes to promote positive interactions and solutions, when a student's behavior presents an immediate threat of physical harm to the student or others and no other safe or effective method of intervention is available, approved physical restraint and seclusion may be used to maintain a safe environment. Seclusion and/or physical restraint is not used as a form of punishment or discipline, or as a substitute for other less restrictive means of assisting a student in regaining control. Restraint and/or seclusion may be used if a student's behavior poses an immediate risk of physical harm to the student or others and no other safe or effective intervention is available.

**DRESS CODE:** At Goshen High School, dress and grooming are expected to be free of distractions to the educational process and must not endanger the health or safety of students or staff.

1. All garments, clothing, jewelry, book bags or other personal articles which contain, promote, glorify or refer to: alcohol, drugs, tobacco, sexually suggestive contents, profane or lewd symbols or slogans, gangs and/or anti-social groups or harassment, violence, death, suicide,

- gore and/or blood, shall not be worn or displayed. This also applies to words or symbols written on skin, books or book covers, book bags, etc.
2. Clothing that reveals underwear and/or excessive amounts of bare skin is prohibited. All lower body garments must be worn at, or above the waist, with a belt if necessary.
  3. Clothing of see-through material is not allowed unless worn as a cover/jacket. Upper garments must cover the shoulder. Necklines should prevent exposure of the chest or any undergarments. Lower garments should not drag on the ground and should not allow any portion of the buttocks or undergarments to be exposed when the student sits, stands, raises a hand, or bends over.
  4. Undergarments are not to be exposed at any time.
  5. "Dog Collars", leashes, jewelry containing spikes or other attached objects, and chains are not to be worn or carried. This includes, but is not limited to rings, bracelets, necklaces, or collars. Body piercings are not to be interconnected.
  6. Extreme or distracting makeup is not permitted. This includes face painting.
  7. Appropriate footwear must be worn at all times and must be visible

**Students whose dress code distracts from the educational atmosphere will have an opportunity to comply with appropriate dress requirements. Refusal to do so could result in disciplinary action.**

#### **EMERGENCY CLOSINGS, DELAYED STARTS, AND EARLY RELEASES:**

The Superintendent may close the schools, dismiss students early or delay the opening of schools in the event of hazardous weather, other emergencies that threaten the safety or health of students or staff members, law enforcement emergencies or other circumstances where the Superintendent determines a closure, dismissal or delay is necessary.

Emergency closings, delayed starts, and early releases are shared with parents/guardians via phone, text, and email, so it is important to keep your contacts and emergency release plans up-to-date in Final Forms. School closings, delayed starts, and early releases are also posted on Facebook. Local television and radio stations are also notified of closings, delayed starts, and early releases to announce. Closures of programs and extracurricular activities will be posted on social media and sent to local media outlets as decisions are made.

When Goshen High School operates on a two hour delay, school will begin at 9:30am. Breakfast will not be served on delayed start days.

**EQUAL EDUCATIONAL OPPORTUNITY POLICY:** It is the policy of the Goshen Schools not to discriminate on the basis of race, or sex in its educational programs, activities, and employment as required by Title IX of the 1972 Educational Amendments and Title VI of the 1964 Civil Rights Act. Persons having concerns about discriminatory practices should contact the principal, assistant principal, or superintendent.

#### **EXTRACURRICULAR ELIGIBILITY STANDARDS:** **Ohio High School Athletic Association Standards** **Students Enrolled in Grades 9-12**

1. In the immediately preceding grading period, a student must receive a passing grade in a minimum of five (5) one credit courses or equivalent, which count toward graduation. An ineligible student may not participate for the entire subsequent nine week grading period. Grades at the end of the fourth quarter determine eligibility for the fall quarter of the new year.
2. A student enrolled in the first grading period after advancement from the eighth grade must have passed 75% of those subjects that carried the preceding grading period in which the student was enrolled. An ineligible student may not participate for the entire subsequent nine week grading period.

3. Summer school grades may not be used to substitute for failing grades received the final grading period of the regular school year or for lack of enough subjects taken the preceding grading period.

#### **Students Enrolled in Grades 9-12**

1. The grades for all courses taken during the previous grading period when combined, must be a grade point average of at least 1.0 on a four (4.0) point scale. An ineligible student may not participate for the entire subsequent nine week grading period.
2. A student enrolled in the first grading period after advancement from the eighth grade must have a grade point average of at least 1.0 on a four (4.0) point scale when the grades for all courses from the preceding grading period are combined. An ineligible student may not participate for the entire subsequent nine week grading period.
3. Biweekly grade checks will be made by the Athletic Director every other Friday. This is a tool to keep any and all involved up to date on a student's grades.
4. Ineligibility will result if a student, under normal circumstances, does not comply with either the attendance or the academic progress standard. Ineligibility will be for a two week period.
- 5.. All high school athletic participants, and flag corps will be subject to the biweekly grade checks.

**FINES AND FEES:** A student fee will be charged in those subject areas that use consumable supplies. Individual teachers will inform students of any additional fees that will be necessary for individual classes. Fees are collected by first period teachers. Subsequently, all fines/fees are reported to the attendance office. Failure to pay any fines/fees will be just cause to withhold school grades and credits, denial of graduation diploma and participation in the graduation ceremony and denial of parking pass purchases until such fines/fees are paid.

**FIRE AND TORNADO DRILLS:** Emergency drills are held at regular intervals throughout the school year to familiarize students with the procedures to be followed in emergency situations. When the alarm sounds, students are to follow the directions of the teacher and walk quickly to the prescribed exit. Each room also has emergency procedures posted. Any student causing a false fire alarm or bomb threat will be prosecuted to the full extent of the law.

**FLEXIBLE CREDIT OPPORTUNITIES:** Flex Credit classes are available at GHS. Please see the guidance department for a complete packet and application and for more information..

**FUNDRAISING:** Any school club, class, or organization which wants to sponsor a money-making project must get permission from the principal before any merchandise is ordered or any agreement is made with a company.

**GRADE LEVEL CLASSIFICATION:** Promotion in the high school shall be based upon the accumulated number of academic units earned. This does not include credits in health and physical education. Students will be classified as follows:

Sophomore	5.5 units
Junior	11 units
Senior	16.5 units

#### **GRADING SCALE:**

A	90-100
B	80-89
C	70-79
D	60-69
F	Below 59

P	Passing
I	Incomplete
W	Withdrawn
X	Withdrawn–Failing

## **GRADUATION REQUIREMENTS:**

A minimum of 22 credits are required for all students to graduate from Goshen High School. The requirements are as follows:

English/Language Arts	4 units
Social Studies	4 units (3 units for Class of 2023 and beyond)
Mathematics	4 units
Science	4 units (3 units for Class of 2023 and beyond)
Health	1/2 unit
Physical Education	1/2 unit
Fine Arts	1 unit
Electives	4 units (6 units for the Class of 2023 and beyond)

**REQUIRED GRADUATION TESTING:** The class of 2023 and beyond will participate in the following End of Course Testing: Integrated Math I, Integrated Math II, English II, American History, Government, and Biology and must earn a competent score in Integrated Math I and English II.

## **EARNING AN HONORS DIPLOMA:**



## **Ohio High School Honors Diploma**

Criterion	Ohio Diploma	Academic Honors Diploma	International Baccalaureate Honors Diploma	Career Tech Honors Diploma	STEM Honors Diploma	Arts Honors Diploma (Includes dance, drama/theatre, music, and visual art)	Social Science & Civic Engagement Honors Diploma
Math	4 units, must include one unit of algebra II or equivalent	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	5 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content <sup>4</sup>	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content
Science	3 units	4 units, including two units of advanced science <sup>2</sup>	4 units, biology, chemistry, and at least one additional advanced science <sup>3</sup>	4 units, including two units of advanced science <sup>2</sup>	5 units, including two units of advanced science <sup>2</sup>	3 units, including one unit of advanced science <sup>2</sup>	3 units, including one unit of advanced science <sup>2</sup>
Social Studies	3 units	4 units	4 units	4 units	3 units	3 units	5 units
World Languages	N/A	3 units of one world language, or no less than 2 units of each of two world languages studied	4 units minimum, with at least 2 units in each language studied	2 units of one world language studied	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied
Fine Arts	2 Semesters	1 unit	1 unit	N/A	1 unit	4 units	1 unit
Electives	5 units	N/A	N/A	4 units of Career-Technical minimum <sup>5</sup>	2 units with a focus in STEM courses	2 units with a focus in fine arts courses work	3 units with a focus in social sciences and/or civics
GPA	N/A	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/WorkKeys <sup>1</sup>	N/A	27 ACT/1280 SAT <sup>1</sup>	27 ACT/1280 SAT <sup>1</sup>	27 ACT/1280 SAT <sup>1</sup> /WorkKeys (6 Reading for Information & 6 Applied Mathematics) <sup>2</sup>	27 ACT/1280 SAT <sup>1</sup>	27 ACT/1280 SAT <sup>1</sup>	27 ACT/1280 SAT <sup>1</sup>
Field Experience	N/A	N/A	Complete a field experience and document the experience in a portfolio specific to the student's area of focus <sup>3</sup>	Complete a field experience and document the experience in a portfolio specific to the student's area of focus <sup>3</sup>	Complete a field experience and document the experience in a portfolio specific to the student's area of focus <sup>3</sup>	Complete a field experience and document the experience in a portfolio specific to the student's area of focus <sup>3</sup>	Complete a field experience and document the experience in a portfolio specific to the student's area of focus <sup>3</sup>
Portfolio	N/A	N/A	Develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by external experts <sup>4</sup>	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts <sup>4</sup>	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts <sup>4</sup>	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts <sup>4</sup>	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts <sup>4</sup>
Additional Assessments	N/A	N/A	N/A	Earn an industry-recognized credential or achieve proficiency benchmark for appropriate Ohio Career-Technical Competency Assessment or equivalent	N/A	N/A	N/A

*NOTE: Items shaded in blue are changes that were made to the honors diploma system, including the entire STEM, Arts, and Social Science and Civic Engagement Honors Diplomas*

**HONOR ROLL:** Academic excellence is recognized and encouraged through an academic honor roll. The Honor Roll will be posted at the close of each quarter for all grades. To be eligible for the honor roll, the student must have a 3.5 average for the quarter. To be eligible for high honors the student must have a 4.0 average for the quarter.

## **HEALTH SERVICES:**

1. **CLINIC.** Any student who is injured or becomes ill at school should report this fact to the teacher in charge. If further attention is required, the student shall report to the attendance office. Students are not to leave school without authorization from the administration and parents have been notified.
2. **MEDICATION.** Students who must take prescribed medicines during school hours must leave the labeled medication and a completed prescription drug form signed by parents and physician with the secretary in the office. Under no circumstances are students to carry medication in the high school building during the school day.
3. **MEDICAL PROBLEMS.** If a student has a medical condition that will affect his/her school performance, a doctor's note or statement must be filed with the office so that specific instructions can be issued to the teaching staff.

**LEAVING SCHOOL EARLY:** If a parent/guardian foresees the necessity for a student to leave school early, specific reasons must be given. Students are allowed to leave early (or arrive late) six times each semester. Once all six of his/her excuses are used, all other excuses will be considered unexcused regardless of the reason. (excluding doctor's appointments or death in the family)

1. Present a written request to the attendance official for approval. This request must include:
  - a. Student name and grade.
  - b. Date and time for the release.
  - c. Parent/guardian signature and phone number.
2. The student's planner will be stamped by the attendance office and then presented to his/her teacher.
3. Sign-out in the attendance office.

**LOCKERS:** Lockers will be assigned if requested by a student. Any student having difficulty working his/her locker should communicate this issue to the guidance office. Locker guidelines are listed below:

**ALL LOCKERS ARE THE PROPERTY OF GOSHEN HIGH SCHOOL AND ARE THEREFORE SUBJECT TO INSPECTION OR SEARCH BY SCHOOL AUTHORITIES.**

**INTERROGATION AND SEARCHES:** Goshen Schools has responsibility for the control and management of students during the school day and hours of approved extracurricular activities. All searches are conducted sparingly and only when such search is reasonably likely to produce tangible results to preserve discipline and good order and the safety and security of persons and their property. The Board permits building administrators/designees to search any unattended bag for safety and identification purposes.

Student lockers are the property of the District, and since random searches have a positive impact on reducing drugs and other criminal activity, the Board permits building administrators/designees to search any locker and its contents as the administrator/designee believes necessary. General housekeeping inspection of school property may be conducted with reasonable notice. Random searches of lockers may be conducted.

When searching a student or their personal belongings, there should be reasonable suspicion to believe that the search will result in obtaining evidence that indicates the student's violation of the law or school rules.

**LOST AND FOUND:** Any article of clothing or personal items found on school property should be turned in to the attendance office. Items not claimed within a reasonable amount of time will be disposed of. The school assumes no responsibility for personal items lost.

**MAKE-UP WORK:** Students absent for any excused reason may make up the school work missed. If a student is going to be absent for three days or more, homework assignments will

be gathered if requested by the parent/guardian. Students must take the initiative to make up work missed by contacting the teacher the first day back. Students will have the days in attendance equal to the number of days absent for the completion of assignments, homework, and tests.

1. **FIELD TRIPS.** Students absent due to field trips are required to submit homework, take tests, or otherwise be prepared for class upon their return that day or the next day of class.
2. **UNEXCUSED ABSENCE/TARDY.** Students absent from class for any unexcused reason may make up work at the discretion of the teacher or administration.

**MEDIA CENTER:** Any student attending the library from class must have a pass from his or her teacher. The following activities are appropriate for the library:

1. Research.
2. Informal reading of newspapers and magazines.
3. Browsing for personal or required reading.

**MEDIA CENTER RULES:**

1. The Media Center is open from 7:30 a.m. to 2:30 p.m.
2. The number of items a student may check out is determined by the media specialist.
3. Library privileges will be denied to anyone caught destroying, damaging, or stealing from the media center, and/or continued disregard of media center rules or regulations.
4. Loan period is three weeks. Seven cents per day will be charged after the due date.
5. Library patrons will register upon entering.

**MEETINGS OF STUDENT GROUPS:** Student groups meeting in the school building or on school grounds are limited to those recognized as part of the school educational program. These groups must have a faculty sponsor. The following are rules regarding school organizations and meetings:

1. No group may deny membership to any student due to race, religion, or nationality.
2. No group may be organized to promote activities which reflect negatively on other races, religions, or nationalities.
3. Non-school individuals are prohibited from membership.
4. No school group may affiliate with any organization that advocates the forceful overthrow of the government.
5. Fraternities and sororities are not permitted.
6. Student organizations are permitted to meet at school only if a faculty sponsor is present at the meeting.

**NATIONAL HONOR SOCIETY:** The Goshen Chapter of the National Honor Society will induct students during their junior or senior year. To be eligible students must have (1) 3.75 weighted cumulative GPA (2) Maintain 93% attendance for the school year. (3) Have no suspensions for the current school year (4) Spend at least 4 periods per day in the building attending classes. A faculty council then reviews eligible candidates on the basis of service to school and community, character and leadership. Any inappropriate behavior in or out of the school environment will be taken into consideration. The faculty council will make the final determination of all candidates. All members of the chapter must maintain the standards by which they were selected. Members are expected to attend meetings, perform both individual and chapter service projects and above all continue to demonstrate the qualities of scholarship, service, leadership and character. Failure to fulfill all membership obligations may result in suspension or removal from the National Honor Society.

**OFF LIMITS:** These areas are off limits during the regular school day:

1. Parking Lot
2. Athletic Fields

### 3. Grounds surrounding the High School.

**PERMANENT RECORDS:** A student's permanent record is available to his/her parents at any time. An appointment to see the permanent record should be made with the guidance office in advance. The student's permanent record contains the academic record, standardized test scores, and record of activities. Permanent record information is not made available to out-of-school authorities without the permission of the student and parents unless a subpoena is issued by the court. The information in the file routinely is available to the student's teachers to aid them in meeting the student's special needs and interests. Students 18 years of age are permitted to look at their records without parent permission.

**PETITION FOR COURSE UPGRADE:** Each year teachers, guidance counselors and administrators make recommendations for scheduling each student's classes based upon the student's prior academic performance, test scores, attendance and motivation or behavior. Students and parents/guardians will be provided a list of the recommended course levels. If the parent/guardian would like the student to participate in a different course level than recommended, then a Parent Choice Form must be completed and submitted during scheduling. These forms can be found in the guidance office or on the Goshen High School Guidance webpage.

**PUBLICATIONS:** School-sponsored publications are available for student writing. These publications print a wide variety of opinions, but follow editorial policies which prohibit libelous and inflammatory material and personal attacks on students or staff. Materials published by non school-sponsored groups will not be distributed in the building or on school grounds without prior approval of the building principal.

**REPORT CARDS:** Report cards are issued at the end of each quarter. Progress/interim reports are issued half way through each quarter. Both interim reports and report cards will be published and available within each student's ProgressBook account.

**RESIDENCY REQUIREMENTS:** Ohio law requires that all students under the age of 18 who attend high school must reside with their parents or legal guardian. If the parents of a student under the age of 18 move out of the district, legal guardianship must be transferred to a resident of the district in order to continue attending Goshen High School. Eighteen year old students not residing with their parents must prove they are living in the district and are of independent status. (Proof of residency requires a driver's license, a utility bill and mailing address change through the local post office.)

**SEXUAL HARASSMENT:** The Board supports the principle of equal opportunity employment and equal educational opportunities. All persons associated with this school system, including, but not limited to the Board, the administration, the staff and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Any person who engages in sexual harassment while acting as a member of the school community will be in violation of this policy. The Board has developed complaint procedures which will be available to victims. The Board has also identified disciplinary penalties which could be imposed for the offenders.

**Definition of Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature may constitute sexual harassment when:

1. submission of such conduct is made either explicitly or implicitly a term or condition of a person's employment or educational development;
2. submission to, or rejection of, such conduct by an individual is used as the basis for employment or education decisions affecting such person or
3. such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile or offensive environment.

Examples of sexual harassment-type conduct may include, but are not limited to, unwanted sexual advances; demands for sexual favors in exchange for favorable treatment or continued employment; repeated sexual jokes, flirtations, advances or propositions; verbal abuse of a



sexual nature; graphic verbal commentary relating to an individual's body, sexual prowess or sexual deficiencies; coerced sexual activities; any unwanted physical contact; sexually suggestive or obscene comments or gestures; or displays in the workplace of sexually suggestive or obscene objects or pictures. Whether any such act or comment may constitute sexual harassment-type conduct is often dependent on the individual recipient.

The above conduct is unacceptable in the school environment and while at any school-related function or activity taking place either on or off school grounds.

**The Grievance Officer:** The Board directs the Superintendent to appoint sexual harassment grievance officers in each building who are vested with the authority and responsibility of investigating all sexual harassment complaints in accordance with the procedure set forth in the accompanying regulation and staff and student handbooks.

All individuals should be aware that the privacy of the charging party and privacy of the person accused of sexual harassment is protected to the extent possible. Any employee or student found to have engaged in sexual harassment is disciplined. Appropriate sanctions may include, but are not limited to, oral or written reprimand, referral to counseling, reassignment, suspension without pay or termination of employment. Students are subject to discipline under the Student Code of Conduct.

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

The board has developed complaint procedures which are available to victims. The Board has also identified disciplinary penalties which could be imposed on the offenders.

(Adoption date: July 31, 1995) (Re-adoption date: November 5, 1998) (Re-adoption date: August 14, 2006)

LEGAL REFS: Civil Rights Act of 1964, Title VI  
Civil Rights Act of 1964, Title VII, as amended by the Equal Employment Opportunity Act of 1972  
Education Amendment of 1972, Title IX, Pub. L. No. 92-318(1972)  
Executive Order 11246, as amended by Executive Order, 11375  
Equal Pay Act, as amended by the Educational Amendments of 1972  
Immigration Reform and Control Act of 1986, Pub. L. 99-603 (1986)  
Ohio Constitution Art I and 2

### **SEXUAL HARASSMENT PROCEDURE:**

1. Any member of the school community who believes that he/she has been subjected to sexual harassment will report the incident(s) to the appropriate grievance officer.
  - A. Any complaint of sexual harassment is reduced to writing by either the reporting individual or the individual receiving the complaint, in order to ensure an accurate record of the behavior. This written report remains confidential to the extent permitted by law. Prompt reporting of complaints is encouraged and necessary as it permits for a timely response and resolution of the complaint.
  - B. Upon receiving notification of the sexual harassment, the compliance officer or the Superintendent promptly begins an investigation into the facts and circumstances of the complaint. The compliance officer or Superintendent may contact legal counsel for guidance or aid in the investigation or may direct legal counsel to conduct the investigation. Confidentiality is maintained throughout the investigative process to the extent practical and appropriate under the circumstances.
2. The grievance officer will attempt to resolve the problem through the following process:

- A. The grievance officer will confer with the charging party in order to obtain a clear understanding of the party's statement of the alleged facts.
- B. The grievance officer will then attempt to meet with the charged party in order to obtain his/her response to the complaint.
- C. The grievance officer will hold as many meetings with the parties as is necessary to gather facts.
- D. On the basis of the grievance officer's perception of the problem, he/she may:
  1. Attempt to resolve the manner informally through conciliation or
  2. Notify the parties by certified mail or his/her official action relative to the complaint.
  3. After reviewing the record made by the grievance officer, the Superintendent or his/her designee may attempt to gather further evidence necessary to decide the case and to determine appropriate action to be taken. The decision of the Superintendent/designee is final. If any of the named officials are the charged or charging party, the board will designate an alternate investigator and retain final decision-making authority.

All matters involving sexual harassment complaints remain confidential to the extent possible.  
 (Approval date: July 31, 1995) (Re-adoption date: November 5, 1998) (Re-adoption date: August 14, 2006)

#### **SCHOOL BUS RULES AND REGULATIONS:**

1. Arrive at the bus stop 5 minutes before the bus is scheduled to arrive.
2. Board and depart the bus at locations to which you have been assigned. Any change in the regular bus stop must be in writing from a parent and a bus pass must be obtained from the attendance office.
3. Do not approach the bus until it has reached a complete stop. If a student must cross to board the bus, the student must cross in front of the bus only after the driver has given the proper hand signal.
4. Go directly to your assigned seat and remain properly seated at all times.
5. Obey the driver promptly. Do not yell, clap hands, or make other noises that may distract the driver.
6. Do not use profane language.
7. No eating or drinking is allowed on the bus. No glass containers are allowed.
8. Use/possession of alcohol, drugs, tobacco, or weapons are not permitted.
9. Do not throw objects of any kind at any time.
10. Carry on the bus only items that can be held on your lap. Do not place items in the aisle.
11. No fighting, shoving, or any unnecessary body contact with other students.
12. Do not put your head, arms, or legs out of the window.

Violation of these rules and regulations may result in suspension or permanent removal from riding the bus

**SHARED PARENTING TRANSPORTATION:** In order to design our routes we need families with shared parenting that results in a need for alternate transportation to fill out the shared parenting form located on the transportation website. Once the form is completed the transportation department will review route changes and communicate the necessary details. Custody paperwork will be required for the shared parenting transportation to be approved.

**EMERGENCY BUS PASS:** Students are able to request a temporary bus pass for special/emergency situations. To obtain a temporary bus pass, parents must complete an emergency form located on the transportation website 24 hours in advance explaining the reason. If approved and space is available, the student will be given a temporary bus pass that will allow them to board the receiving bus. If the student does not have a pass they will not be

permitted to ride the desired alternative bus. This is for student safety and will allow us to practice consistent safety regulations.

**STUDENT BICYCLE USE:** The District prohibits students riding bicycles to and from school.  
[Adoption date: June 13, 1988]  
[Re-adoption date: August 14, 2006]

**STUDENT EMERGENCIES:** In some circumstances a student may be released from school due to illness, injury, or unforeseeable circumstances.

1. Under no circumstances shall a student leave school property without prior approval from the administration and a parent/guardian.
2. A note from a parent/guardian or a designee on the emergency medical form must be presented or be on file allowing a student to leave with someone other than the parent/guardian.

**STUDENT PARKING:** The Goshen Board of Education recognizes that a student, age 16 or above, may have a special need which requires driving to and from school. The building principal/designee may grant permission for individual students to park on District property. However, it shall be the understanding of the students that they must comply with all building and District rules and regulations. If a student is found not complying with the established rules and regulations set forth to govern this policy, the building principal/designee has the right to revoke such privilege.

[Adoption date: June 13, 1988]

[Re-adoption date: August 14, 2006]

In compliance with the Ohio State Law, student drivers under the age of 17 years old are not permitted to transport more than one person who is not a family member unless the driver is accompanied by his or her parent, guardian or custodian. Parking permits are sold at the beginning of the school year at a cost of \$50.00. All student fees and fines must be paid in full in order to be eligible for a parking permit. The following is the priority used to determine who can receive a parking permit.

1. Students enrolled in school sponsored work study programs/CCP.
2. Seniors
3. Juniors

***ANY STUDENT LEAVING SCHOOL GROUNDS WITHOUT PERMISSION WILL HAVE THEIR DRIVING PRIVILEGES REVOKED:***

- 1ST OFFENSE: 10 SCHOOL DAYS
- 2ND OFFENSE: REMAINDER OF SCHOOL YEAR

**STUDENT RECORDS:** In order to provide students with appropriate instruction and educational services, it is necessary for the District to maintain extensive educational and personal information. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student's parent(s) or the student in compliance with law, and yet be guarded as confidential information. The Superintendent is responsible for the proper administration of student records in keeping with State law and federal requirements and the procedures for the collection of necessary information about individuals throughout the District.

Upon request, all records and files included in the student's cumulative file are available to parent(s) or the student (if he/she is over 18 years of age). This request must be in writing and is granted within seven calendar days. No records are to be removed from the school. A principal, teacher or other qualified school personnel must be present to explain any of the tests or other material. All rights and protections given to parents under law and this policy transfer to the student when he/she reaches 18 or enrolls in a postsecondary school. The student then becomes an "eligible student."

The District provides notice to parents and eligible students annually, in accordance with the procedures set forth under administrative regulations, of the rights held by parents and eligible students under law and this policy. It is the intent of the District to limit the disclosure of information contained in the student's education records except:

1. by prior written consent

2. as directory information and
3. under other limited circumstances, as enumerated under administrative regulations

The following rights exist:

1. the right to inspect and review the student's education records;
2. the right, in accordance with administrative regulations, to seek to correct parts of the student's education records, including the right to a hearing if the school authority decides not to alter the records according to the parent(s) or eligible student's request;
3. the right of any person to file a complaint with the U.S. Department of Education if the District violates relevant Federal law, specifically the Family Education Rights and Privacy Act (FERPA) and
4. the right to acquire information concerning the procedure which the parent(s) or eligible student should follow to obtain copies of this policy, the locations from which these copies may be obtained, as well as any fees to be charged for such copies.

The District proposes to designate the following personally identifiable information contained in a student's education records as "directory information"; student's name, student's address, telephone number, student's date of birth and place of birth, participation in officially recognized activities and sports, student's achievements awards and honors, student's weight and height, if a member of an athletic team, major field of study, dates of attendance (from and to dates of enrollment), and graduation date.

The above information is disclosed without prior written consent, except when the request is for a profit-making plan or activity. Student records that consist of "personally identifiable information" generally are exempt from disclosure. Student directory information, however, is released unless the parents have affirmatively withdrawn their consent to release in writing.

Administrative regulations set forth a procedure for annual notification to parents and eligible students of the District's definition of directory information. Parent(s) or eligible students then have two weeks in which to advise the District, in accordance with such regulations, of any or all items which they refuse to permit as directory information about the student.

To carry out their responsibilities, school officials have access to student education records for legitimate educational purposes. The District uses the criteria set forth under administrative regulations to determine who "school officials" are and what constitutes "legitimate educational interests". Other than requests as described above, school officials release information from or permit access to, a student's educational records only with the prior written consent of a parent or eligible student, except that the Superintendent or a person designated in writing by the Superintendent may permit disclosure in certain limited circumstances outlined under administrative regulations (e.g. transfers to another school district or to comply with judicial order or subpoena or where warranted, in a health or safety emergency, etc.). The District maintains, in accordance with administrative regulations, an accurate record of all requests to disclose information from or to permit access to, a student's educational records and of information disclosed and access permitted.

(Adoption date: June 13, 1988) (Re-adoption date: July 31, 1995) (Re-adoption date: May 13, 2002) (Re-adoption date: August 14, 2006)

**TARDINESS/EARLY RELEASES:** Each student may receive a total of five (5) tardies/early releases each semester by presenting a note from a parent/guardian upon his/her return to school. Any additional tardies/early releases beyond five (5) will be considered unexcused.

#### **TARDY TO SCHOOL:**

1. Report directly to the attendance window if arriving after 7:30.
2. If a student accumulates 10 unexcused tardies, those tardies could result in detention or Friday School. For each additional 10 unexcused tardies, he/she could serve another detention or Friday school.

3. A student is considered tardy if he/she arrives at school after 7:30 and before 10:15. After 10:15 a student is considered absent.

**TELEPHONE USE:** Students are not permitted to use the telephones in the classrooms. Student use of the telephones in the high school office is permitted on an emergency basis only.

**TOBACCO:** Tobacco includes all nicotine or tobacco products—whether smoked, vaped, chewed, or inhaled—including cigarettes, cigars, pipes, e-cigarettes, vapes, dip, chew, snuff, and related items (e.g., lighters, rolling papers, wraps, and vape liquids).

Use or possession is prohibited at all times—including non-school hours:

- In any school building, vehicle, or facility owned, leased, or used by the District,
- On school grounds, athletic fields, or parking lots,
- At any school-sponsored event, on or off campus.

1ST OFFENSE - 3 DAY IN-SCHOOL SUSPENSION

2ND OFFENSE - 3 DAY IN-SCHOOL SUSPENSION

3RD OFFENSE- 5 DAY IN-SCHOOL SUSPENSION

4TH OFFENSE - 3 DAY SUSPENSION

**VANDALISM:** Any student found guilty of any form of vandalism or defacement of school property may be subject to suspension or expulsion. Parents are liable up to the amount provided by law for the willful destruction of property by a minor in their custody or control. If parents are found liable for monetary damages and are unable to make restitution, Goshen Schools may allow the parents and/or students to perform community service for the District instead of repayment of the damages.

**VISITORS:** To maintain the safety of students and staff and to ensure that no unauthorized persons enter buildings, all visitors must first report to the main office to receive authorization to visit. All visitors and volunteers should have their driver's license or state id and must sign in and out of the IPAD Kiosk in the office and pick up a sticker. For safety purposes, the Kiosk will run your identification through Visitor Aware to ensure you are able to visit.

**CAREER/TECHNICAL SCHOOL:** Career training programs are available to juniors and seniors as an alternative program at the Laurel Oaks, Live Oaks, and Scarlet Oaks campuses. Students are informed of the programs during their sophomore year. Tours of the campuses are made available to interested students. Brochures are available in the guidance office.

**WITHDRAWAL FROM SCHOOL:** All withdrawals should be initiated in the high school guidance office. The withdrawal is not complete until chromebooks are handed in, and all teachers have received their textbooks, signed the withdrawal form, and student fines and fees are paid. The parent must sign the withdrawal form giving consent to send records and transcripts to other schools.

**WORK PERMITS:** Age and Schooling Certificate application forms may be obtained from the main office. Students between the ages of 16 and 18 and working part time must obtain a work permit. Work permits can be revoked at any time due to poor attendance from school.

### **STUDENT CONDUCT:**

(Zero Tolerance)

State law requires that students are provided with a written notice of intent to suspend prior to being suspended. The statute also requires that students and parents are provided with a written notice of intent to expel. The notices shall include: (1) a statement of intent to discipline; (2) a description of the acts which were in violation of the Student Code of Conduct; (3) specific rules of the Student Code of Conduct which were violated; (4) and the dates of the suspension or expulsion.

The written notice of intent to suspend shall be given to the student at an informal hearing. The notice of intent to expel shall be sent to the student and his/her parents and the students and parents are provided an opportunity for an informal hearing prior to a decision to expel.

Students will receive an unexcused absence for each school day missed as a result of a suspension and/or expulsion.

A student or his/her parents may appeal any decision of the District administration to suspend a student from school to the Superintendent/designee. A student or his/her parents may appeal an expulsion from school to the Board/designee. A student or parent must request an appeal in writing within 10 days after the discipline measure takes effect. The student and his/her parent may be represented in all appeal hearings. A student or parent may further appeal an expulsion/suspension or denial of extracurricular activities to the Clermont County Court of Common Pleas.

Students are not permitted to return to school pending any appeal process with the administration or the court. The District makes every effort to promptly hear all appeals to minimize a student's absence from school. Should the Board, the Superintendent, or their designees, reverse or modify a discipline decision and permit a student to return to school, the student is permitted ample time to make up all assignments and work missed as a result of his/her absence. Any Senior expelled second semester will not walk at the graduation ceremony.

This Code of Regulations is adopted by the Board pursuant to State law.

Any student engaged in the following types of conduct either specifically or generally like the kinds of conduct listed below is subject to expulsion, suspension, emergency suspension, removal or permanent exclusion from curricular activities. This Code of Regulations applies while a student is in the custody or control of the school, on school grounds or closely proximate thereto, while at a school-sponsored function or activity or on school-owned or provided transportation vehicles. In addition, the Student Code of Conduct governs students at all times, on or off school

property, when such student conduct is reasonably related to the health and safety of other students and/or school employees, or such conduct would unreasonably interrupt the educational processes of Goshen Local Schools.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The guidelines under which this community service shall be performed are:

- a. The student and parent will execute a document agreeing to the community service in conjunction with or in place of a suspension or expulsion. If community service is not completed to the Superintendent's satisfaction, all or part of the suspension or expulsion may be reinstated.
- b. Community service shall be performed at the place and time designated by the Superintendent.
- c. Community service is an option to be utilized at the sole discretion of the Superintendent and is not available at the discretion of the student and parent.
- d. Any failure to complete community service in a timely and acceptable manner shall result in the immediate cancellation of the community service option and the immediate imposition of suspension or expulsion. Prior to imposing a suspension/expulsion for failure to complete community service, the parent/guardian and student shall be sent written notice of the Superintendent's intention and shall have (3) three day from the mailing of the notice to request a meeting with the superintendent to show cause why the suspension/expulsion should not be imposed.

**The types of conduct prohibited by this code of regulations are as follows:**

- Rule 1.** Damage or destruction of school property, property of school employees, or property of other students, on or off of school premises.
- Rule 2.** Damage or destruction of private property on school premises or in areas controlled by the school.

- Rule 3.** Assault on a school employee, student or other person.
- Rule 4.** Harassment of school personnel or other students during school and/or non-school hours.
- Rule 5.** Fighting.
- Rule 6.** Hazing (to persecute, harass or humiliate another student and/or employee).
- Rule 7.** Chronic misbehavior, which disrupts or interferes with any school activity.
- Rule 8.** Disregard of reasonable directions or commands by school authorities including school administrators and teachers.
- Rule 9.** Abuse of another. No student shall use or direct to, or about a school employee, or student, words, phrases, or actions which are considered to be slanderous or degrading in nature, words or phrases which could be considered threatening, menacing, or indicate an intent to cause harm to person or property, and/or words or phrases that are obscene or profane as defined by the majority of our society. Name calling and negative, uncomplimentary and offensive remarks related to physical handicaps or defects, mental handicaps, race, religion, nationality, appearance or other reason is prohibited.
- Rule 10.** Disrespect to a teacher or other school authority.
- Rule 11.** Refusing to take detention or other properly administered discipline.
- Rule 12.** Skipping detention.
- Rule 13.** Falsifying of information given to school authorities in the legitimate pursuit of their jobs.
- Rule 14.** Forgery of school or school-related documents.
- Rule 15.** Cheating or plagiarizing.
- Rule 16.** Gambling.
- Rule 17.** Extortion of a student or school personnel.
- Rule 18.** Theft or possession of stolen goods.
- Rule 19.** Arson or other improper use of fire.
- Rule 20.** Possession of matches or lighters or other similar devices.
- Rule 21.** Possession or use of dangerous weapons or ordnance or objects which look like weapons or ordnance, including, but not limited to, guns, firearms, ammunition, knives, grenades, sling shots, bows, arrows, machetes, brass knuckles, chains, studs, etc.; or possession or use of objects which may render physical harm to another if improperly used, including, but not limited to, axes, hatchets, hammers, saws, ice picks, screwdrivers, knives, etc.
- Rule 22.** Buying, selling, attempting to sell, transferring, using or possessing any substance containing tobacco, including, but not limited to, cigarettes, cigars, a pipe, a clove cigarette, electronic cigarettes, chewing tobacco, snuff and dip, or using tobacco in any other form.
- Rule 23.** Buying, selling, attempting to sell, transferring, using, possessing or being under the influence of any controlled substance (drugs, narcotics, marijuana, etc.) OR INHALANTS (i.e. electronic cigarettes, or buying, selling, using, possessing or being under the influence of any counterfeit controlled substance. Any substance that is made to look like a controlled substance, or is represented to be a controlled substance, or that is believed to be a controlled substance.
- Rule 24.** Buying, selling, attempting to sell, transferring, using, possessing or being under the influence of any drug, medication, inhalant, electronic cigarette or other controlled substance which can be taken internally where the students involved cannot show a legitimate health or other reason for the use of such substances.
- Rule 25.** Buying, selling, attempting to sell, transferring, using, or possessing any tobacco, vape, drug or alcoholic paraphernalia to include instruments, objects, papers, pipes, containers, cartridges etc.
- Rule 26.** Possession of electronic devices, electronic communication devices and/or an electronic laser pointing device or electronic light emitting device without the expressed written permission of administration. Students are not

- permitted to possess cellular telephones, smartphones, CD players, mp3 players or any other related electronic devices.
- Rule 27.** Buying, selling, attempting to sell, transferring, using, possessing or being under the influence of any alcoholic beverage or intoxicant of any kind.
- Rule 28.** Cursing.
- Rule 29.** Use of indecent or obscene language in oral or written form.
- Rule 30.** Publication of obscene, pornographic or libelous material.
- Rule 31.** Placing of signs and slogans on school property without the permission of the proper school authority.
- Rule 32.** Distribution on school premises of pamphlets, leaflets, buttons, insignia, etc., without the permission of the proper school authority.
- Rule 33.** Demonstrations by individuals or groups causing disruption to the school program.
- Rule 34.** Truancy.
- Rule 35.** Tardiness.
- Rule 36.** Leaving school premises during school hours without permission of the proper school authority.
- Rule 37.** Upon initial arrival, leaving school property without permission.
- Rule 38.** Presence in areas during school hours or outside school hours where a student has no legitimate business without permission of the proper school authority.
- Rule 39.** Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by administration or the Board of Education. This includes the prohibition of all clothing, jewelry, signs, etc. which at the discretion of the Administration is reasonably related to or represents gang or gang-like activity.
- Rule 40.** Improper or suggestive dress.
- Rule 41.** Indecent exposure.
- Rule 42.** Engaging in sexual acts, displaying excessive affection or other inappropriate behavior with a person of the same or opposite sex.
- Rule 43.** Turning in false fire, tornado, bomb, disaster or other alarms.
- Rule 44.** Making a bomb threat to a school building or any premises at which a school activity is occurring at the time of the threat.
- Rule 45.** Presence on school property with a communicable disease.
- Rule 46.** Failure to abide by rules and regulations set forth by administration for student parking.
- Rule 47.** Disobedience of driving regulations while on school premises.
- Rule 48.** Convey, attempt to convey or knowingly possess a deadly weapon or dangerous ordnance onto any property owned or controlled by or to any activity held under the auspices of the Board.
- Rule 49.** Sell, offer to sell, or possess a controlled substance on school premises or at a school-related function (trafficking in drugs).
- Rule 50.** Carrying concealed weapons.
- Rule 51.** Aggravated murder.
- Rule 52.** Murder.
- Rule 53.** Voluntary manslaughter.
- Rule 54.** Involuntary manslaughter.
- Rule 55.** Felonious assault.
- Rule 56.** Aggravated assault.
- Rule 57.** Rape.
- Rule 58.** Gross sexual imposition.
- Rule 59.** Sexual penetration.
- Rule 60.** Any disruption or interference with school activities.
- Rule 61.** Willfully aiding another person to violate school regulations.
- Rule 62.** Commission by a pupil of any crime in violation of the Ohio Criminal Code, Ohio Traffic Code or the Ohio Juvenile Code.
- Rule 63.** Any other activity by a pupil which the pupil knows or should know will disrupt the academic process or a curricular or extracurricular activity.



- Rule 64.** Failing to report the actions or plans of another person to a teacher or administrator where these actions or plans of another person, if carried out, could result in harm to another person or persons or damage to property, when the student has information about such actions or plans
- Rule 65.** Violation of any board rule, regulation, or policy.
- Rule 66.** Repeat violations of the Student Code of Conduct and/or any other Board rule regulation or policy.
- Rule 67.** Violation of the Board's Internet/Network Acceptable Use Policy.
- Rule 68.** Violation of the Board's Harassment, Intimidation and Bullying policy. Harassment, intimidation or bullying behavior by any student and/or school personnel is strictly prohibited. Harassment, intimidation or bullying means any intentional written, verbal, graphic or physical act including electronically transmitted acts by a student to a group of students towards other students and/or school personnel with the intent to harass, intimidate, injure, threaten, ridicule or humiliate,

(Approval date: June 13, 1988) (Re-approval date: May 14, 2007)

For purposes of the student code of conduct, the following shall apply:

- a. "Emergency Suspension" shall be the exclusion of a student who poses a continuing danger to District property or persons in the District whose behavior presents an ongoing threat of disrupting the educational process provided by the District.
  - b. "Suspension" shall be the temporary exclusion of a student by the Superintendent, principal, assistant principal, or any other administration from the District's instructional program for a period not to exceed ten(10) school days. Suspension may extend beyond the current school year, if at the time a suspension is imposed, fewer than the (10) days remain in the school year. The Superintendent may apply any or all of the period of suspension to the following year. The procedures for suspension are set forth in the Student Code of Conduct and Board Policy.
  - c. "Expulsion" shall be the exclusion of a student from the schools of Goshen Local School District for a period not to exceed the greater of eighty (80) days or the number of schools days remaining in the semester or term in which the incident that gives rise to the expulsion takes place or for one (1) school year as specifically provided in this policy and the student code of conduct. Only the Superintendent may expel a student. The procedures for expulsion are set forth in the student code of conduct and board policy.
1. Firearm or Knife – Unless a student is permanently excluded from school, the Superintendent shall expel a student from school for a period of one (1) year for bringing a firearm or knife to a school building or on to another property (including a school vehicle) owned, controlled or operated by the Board, to an interscholastic competition an extra-curricular event, or at another school program or activity that is not located in a school or on property that is owned or controlled by the Board, except the superintendent may reduce this period on a case-by-case basis in accordance with this policy. Similarly, the superintendent shall expel a student from school for a period of one (1) Year for possessing a firearm or knife at school or on any other property (including a school vehicle) owned, controlled, or operated by the Board, at interscholastic competition, an extra-curricular event, or at school or on property that is owned or controlled by the Board, except the superintendent may reduce this period on a case-by-case basis in accordance with this policy. The expulsion may extend, as necessary, into the school year following the school year in which the incident that gave rise to the expulsion took place. The Superintendent shall refer any student expelled for bringing a firearm (as defined in 18 U.S.C. 921 (a)(3) or weapon to school to the criminal justice or juvenile delinquency system serving Goshen Local School District.

A firearm is defined as any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or silencer, or any destructive device. A destructive device includes but is not limited to any explosive, incendiary, or poison gas, bomb, grenade,

rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or other similar device.

A knife is defined as any weapon or cutting instrument consisting of a blade fastened to a handle; a razor blade; or any similar device (including sharp, metal martial arts weapons such as ninja throwing stars) that is used for or is readily capable of causing death or serious bodily injury.

- A. The Superintendent may, in his/her sole judgment and discretion, modify or reduce such expulsion in writing, to a period of less than one (1) year, on a case by case basis, upon consideration of the following:
- B. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the child's disability).
- C. The degree of culpability given the age of the student and its relevance to the misconduct and/or punishment and/or evidence regarding the probable danger posed to the health and safety of the student's intent and awareness regarding possession of the firearm and or knife.
- D. The academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

2. Violent Conduct – if a student commits an act at school, on other school property, at an interscholastic competition, extra-curricular event, or any other school program or activity and the act:

- A. would be a criminal offense if committed by an adult; and
- B. results in serious physical harm to person(s)

The Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion to the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, upon consideration of the following:

- A. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability); or
- B. Other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the suspension or expulsion there are fewer days remaining in the school year than the number of days of the suspension or expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

3. Bomb Threats – If a student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat the Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision. The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by case basis, for the following reasons:

- A. For students identified as disabled under the IDEA, ADA, and Section 504 of the Rehabilitation Act of 1973, upon recommendation from the group of persons knowledgeable of the student's educational needs; or

B. Other extenuating circumstances, including but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the suspension or expulsion there are fewer days remaining in the school year than the number of days of the suspension or expulsion, the Superintendent may apply an or all of the remaining period to the following school year.

"Permanent Exclusion" shall mean that the student is banned forever from attending a public school in the state of Ohio.

A copy of this policy is to be posted in a central location in each school and made available to students and parents upon request. Key provisions of the policy should also be included in the parent-students handbook.

R.C. 2919.222, 3313.534, 3313.648, 3313.661, 3313.662, 3313.663, 3313.664, 3321.13(B)(3) and (C), 3327.014

18 U.S.C. 92120 U.S.C. 3351, 20 U.S.C. 7151, 20 U.S.C. 8921