

LINCOLNVIEW LOCAL SCHOOL DISTRICT
15945 MIDDLE POINT ROAD
VAN WERT, OHIO 45891

SCHOOL YEAR 2016-2017

Mr. Jeff Snyder, Superintendent
Mr. Brad Mendenhall, Principal
Mr. Greg Leeth, Athletic Director and Dean of Students
Ms. Brenda Eickholt, Program Services Coordinator
Mrs. Maria Clawson, Director of Special Education
Mrs. Brenda Leeth, School Counselor

LINCOLNVIEW JUNIOR/SENIOR HIGH SCHOOL FACULTY/STAFF 2016-2017

MRS. ANNA BAKER, Instrumental Music
MR. ED BRAZEN, Math
MR. GREG BYRUM, HS Science
MRS. RHONDA DANNENFELSER, PE/Health
MR. BRAD DOIDGE, Physical Education
MRS. CHRISTINE DONER, Spanish
MRS. SANDRA DOWDY, JH Language Arts and Math
MRS. HOLLIE FORD, HS English and History
MR. JAY HOERSTEN, Industrial Tech
MRS. PAULA JOHNSON, JH Social Studies
MRS. SUZIE KETNER, Intervention Specialist
MRS. MICHELLE KNODELL, HS English/Career Connections
MRS. STACIE KORTE, Vocal Music
MR. KEVIN LOSH, Social Studies
MR. MARCUS MEYER, Intervention Specialist
MRS. ASHLEY MILLER, Math
MR. ADAM OWENS, HS Science
MS. VALERIE PARSELL, Art
MRS. STEPHANIE RENNER, Intervention Specialist
MRS. KRISTY RINGWALD, HS English/Yearbook
MS. RACHEL ROHRS, JH/HS Math, Accounting
MRS. BETH SCHNIPKE, JH Math
MS. KIRSTIE SCHROEDER, Intervention Specialist
MRS. KRISTA SEIBERT, VO-AG/FFA
MRS. MALINDA SHELLABARGER, JH English and History
MR. KYLE STECHSCHULTE, JH/HS Science
MRS. DEBORAH STETLER, Media Center Specialist
MRS. SUSAN TENHUNDFELD, JH Science

LINCOLNVIEW LOCAL SCHOOLS

2016-2017 CALENDAR

Monday	August 15	Faculty Work Day
Tuesday	August 16	Faculty In-Service (Full Day)
Wednesday	August 17	First Day for Students
Tuesday	August 30	Faculty In-Service- 2 Hr. early dismissal
Thursday	September 1	Fair Days – (No School)
Friday	September 2	Fair Days – (No School)
Monday	September 5	Labor Day – (No School)
Tuesday	September 6	Fair Day – (No School)
Thursday	October 27	Parent/Teacher Conference (No School)
Friday	October 28	Faculty In-Service – (No School)
Wednesday thru Friday	November 23-25	Thanksgiving Vac. – (No School)
Wednesday thru Friday	December 21 thru Jan. 2	Christmas Vacation – (No School)
Tuesday	January 3	Classes Resume
Monday	January 16	Martin Luther King Day (No School)
Wednesday	February 15	Parent/Teacher Conferences 3:15-6:00
Friday	February 17	Faculty In-Service – (No School)
Monday	February 20	Presidents' Day – (No School)
Thursday	April 13	Spring Break- (No School)
Friday	April 14	Good Friday – (No School)
Monday	April 17	Spring Break – (No School)
Tuesday	May 23	Last Day for Students
Wednesday	May 24	Faculty Work Day
First Nine Weeks	(August 15 thru October 21)	46 Days
Second Nine Weeks	(October 24 thru January 6)	43 Days
Third Nine Weeks	(January 9 thru March 17)	49 Days
Fourth Nine Weeks	(March 20 thru May 24)	<u>45 Days</u>
Total Days		183 Days

Graduation --- May 21, 2016

Make-Up Days will occur after 57 hours of missed instruction. This includes 2-hour delays, 3-hour delays & cancellations.

Make-Up Days (If Needed) February 20, April 13, May 24, May 25, May 26
 (Any required additional make-up days would be added on at the end of the year)

**CLASS SCHEDULE
 LINCOLNVIEW JUNIOR/SENIOR HIGH SCHOOL
 2016-2017**

H.S. REGULAR SCHEDULE

Warning Bell	8:12
Pd. 1	8:15 – 9:03
Pd. 2	9:06 – 9:54
Pd. 3	9:57 – 10:45
Pd. 4A Lancer Time	10:48 – 11:18
LUNCH B	11:21 – 11:51
Pd. 4B	11:21-12:09
Pd. 4C	11:54-12:42
LUNCH C	12:12-12:42
Pd. 5	12:45 – 1:33
Pd. 6	1:36 – 2:24
Pd. 7	2:27 – 3:08

J.H. REGULAR SCHEDULE

Pd. 1	8:15 – 9:15
Pd. 2	9:18 – 10:18
Pd. 3A Lancer Time	10:21 – 10:51
Pd. 3B Lunch	10:54 – 11:24
Pd. 4	11:27 – 12:27
Pd. 5	12:30– 1:25
Pd. 6	1:28 - 2:23
Pd. 7	2:27- 3:08

HS 2 HOUR DELAY SCHEDULE

Warning Bell	10:12
Pd. 1	10:15 – 10:45
Pd. 2	10:48 – 11:18
Pd. 3	11:21 – 11:51
Pd. 4A Lancer Time	11:54 – 12:24
Pd. 4B	12:27 – 12:57
Pd. 4C	1:00 – 1:30
Pd. 5	1:33 – 2:03
Pd. 6	2:06 – 2:36
Pd. 7	2:39 – 3:08

JH 2 HOUR DELAY SCHEDULE

Pd. 1	10:15 – 10:50
Pd. 2	10:53 – 11:29
Pd. 3A LANCER TIME	11:32 – 11:52
Pd. 3B J.H. LUNCH	11:55 - 12:25
Pd. 4	12:28 – 1:16
Pd. 5	1:19 – 1:54
Pd. 6	1:57 – 2:36
Pd. 7	2:39 – 3:08

HS 3 HOUR DELAY SCHEDULE

Warning Bell	11:12
Pd. 1	11:15 – 11:45
Pd. 2	11:48 – 12:18
Pd. 4A J.H. LUNCH	12:21 – 12:51
Pd. 4B H.S LUNCH	12:54 – 1:26
Pd. 4C H.S LUNCH	1:29 – 1:59
Pd. 3	2:02 – 2:32
Pd. 5	2:35 – 3:05
Pd. 6	3:08 – 3:38
Pd. 7	3:41 – 4:08

JH 3 HOUR DELAY

Pd. 1	11:15-11:50
Pd. 2	11:53-12:21
Lunch	12:21-12:51
Pd. 3	12:54-1:25
Pd. 4	1:28-2:16
Pd. 5	2:19-2:54
Pd. 6	2:57-3:38
Pd. 7	3:41-4:08

BUILDING POLICIES**STUDENT LIABILITY**

Each student is responsible for damages to school property during school time, or school sponsored activities. Student and/or parents will be held financially responsible for any and all damages.

PERMISSION TO DRIVE TO SCHOOL

Any student who has a valid driver's license and is properly insured may drive a car to and from school if necessary. The student shall have written permission, bearing the signatures of both the parent and driver, on file in the Building Principals office. Permission slips to be signed by the parent/guardian should be picked up in the high school office on the first day the student drives to school.

Students are to park their cars in the large parking lot at the northeast side of the building in the designated area. Students are not to be in their cars between the hours of 8:15 a.m. and 3:08 p.m. unless an emergency exists or prior permission has been granted.

Students are to drive into and from the parking lot in a safe and responsible manner. Speeding and reckless operation will not be tolerated. All student traffic from the parking lot will be stopped as busses depart at approximately 3:15 p.m.

EXCUSES TO LEAVE THE BUILDING

Medical and Dental appointments are sometimes scheduled during school hours. Other situations may require a student to leave the building during hours. The student should bring a note from home in advance and shall be signed out in the Principals office. If the student returns to school during the same school day he shall report to the Principals office upon his return. Reference item W of the Student Conduct Code.

HALL PASSES

After a student has arrived at his assigned class area and reported to the teacher-in-charge he is to remain in that classroom until the end of the period. If he leaves the area with the teacher's permission, he is to have in his possession a signed student agenda book identifying his destination, the time of departure and bearing the signature of the teacher granting permission.

HALLS AND LOCKERS

Students shall walk in the halls in an orderly manner when changing classes during the school day. Ample time is provided for movement from one class to another. Students are not permitted to be in the halls during class time without a pass signed by the teacher-in-charge of their assigned class or area.

Students in grades 7-12 are directed to pick up their books and materials necessary for morning classes prior to the tardy bell and follow the same procedure prior to afternoon classes.

Lockers are the property of the school district. District officials have the legal authority to search all lockers and desks at any time. The maintenance and care of the locker is the student's responsibility. Markings inside the locker and outside the locker are prohibited and students must clean markings from their lockers.

CAFETERIA

In compliance with the School Lunch Program, lunches are served in the Lincolnview K-12 cafeteria during the scheduled lunch periods. A student must buy a complete lunch rather than purchase certain specific items (a la carte). Students are encouraged to pay money ahead of time and use their student I.D. number to purchase lunch. This will help the lunch line move quickly if students do not use cash when going through the lunch line. Checks over amount due will be added on to your account.

Students are permitted to pack lunches; however, students are not permitted to bring food from outside vendors.

LINCOLNVIEW 7-12 LIBRARY/MEDIA CENTER

The Library/Media Center is a multi-group, multi-use environment. It is stocked with reference materials, books, current magazines and newspapers, for either class reference or recreational reading. The library is open to students before school (8:00 – 8:15) and after school (3:08 – 3:20) or by special arrangement with the Library/Media Specialist. Other times throughout the day, students must have a pass signed by their teacher. No food, drinks, candy or suckers are permitted in the library or the computer lab. The main purpose of the media center is to support and supplement the curriculum; therefore, all students are expected to respect the need for everyone to be able to work in a quiet space.

Loan policies: The loan period for checking out materials is two weeks. Material can be renewed up to 3 times before it must be turned back into the library. Student may check out a maximum of **two** items at a time, unless approved by the Library/Media Specialist. Faculty and staff may check out materials for any length of time. When materials are requested by someone else, a hold can be placed on those items.

TEXTBOOKS AND WORKBOOKS

The textbooks needed for the academic program are loaned to the student free of charge by the Lincolnview Board of Education. The student is to assume full responsibility for the care and condition of the books while they are in his possession. A textbook should remain in good condition for a period of five (5) years. Reasonable wear is to be expected with each year's use, however, extensive or severe damage to the book will be charged to the student. Student will be charged an adjusted price for the book if it is lost, stolen or destroyed.

Some courses have minimal laboratory fee connected due to the nature of the materials used in the daily assignment. The materials are considered consumable and become the property of the students.

Workbooks are used in some courses and are paid for in full by the student. The workbooks are sold to the students for a near cost plus postage amount.

JUNIOR HIGH LATE WORK POLICY

Students will be given up to ~~75%~~ 50% of total credit for late work submitted no more than 3 days after original due date. This policy is not to include days that a student is absent from school. The absence must be an excused absence. Once a student has been late on three assignments, a detention will be assigned by the a teacher.

PROCEDURES FOR DANCES

The faculty sponsor and the organization chairman are to establish the date of the dance at least two weeks in advance. The date is then established on the school calendar and made known to all other organization sponsors. After the date of the dance has been established the organization chairman shall arrange for two faculty members and three sets (6) parents to be present as chaperones. A uniformed officer must be employed by the organization and be present for crowd control.

Junior high students are not invited or allowed to attend any high school dance.

Lincolnview High School students may bring a date from another high school, grades 9-12, only if that person's name has been registered in the high school office before the dance.

If any student leaves a dance, he/she is not allowed to return. All students must remain in the area of the building where the dance is being held and in no other part of the building.

Sponsoring groups are responsible for decorating and cleaning up the dance area.

LINCOLNVIEW ABSENCE AND TARDY PROCEDURES

Absence Procedure

1. It is the parents or guardians responsibility to notify the school by phone when the student will not be at school.
2. If a call from the parent or guardian is not possible, the student should call.
3. If the school does not hear from either of the above within a reasonable time, the office may call to find the reason for the student's absence.
4. A note signed by the parent must be presented to the principal's office upon the students return. If no such note is presented **within 5 days of the return to school, the absence will remain unexcused.** All doctor's slips, parent notes, or phone calls must be turned in within **5 days of the return to school to be considered an excused absence.**
5. The office personnel will issue a form, to returning students, which must be signed by each teacher the child would have had in class the date(s) of the absence. The form is to be returned to the building principal's office after all teachers have signed.
6. If a student knows he/she will be missing school for the purpose of family vacation or college visit, that student must fill out an Advance Notice of Absence form. The completed and signed form is due to the office 3 days before the planned absence.

EXCUSED ABSENCE/UNEXCUSED ABSENCE

The following list of circumstances are accepted by the Lincolnview Board of Education as reasons for school absence and will result in an excused absence: personal illness; illness in the immediate family; an emergency in the home or about the home; death of a relative; family related vacations/activities; an approved Family Business Permit; and for seniors, college visitation, file job applications and job interviews. Students may receive an unexcused absence for other absences.

The difference between an excused and an unexcused absence is that the work missed during an excused absence may be made-up by the student for full credit. It is the responsibility of students to give doctor's slips to office personnel. Teachers will be notified by the office in the case of unexcused absences.

Truancy is defined as more than eleven unexcused days in a year, seven unexcused days in a month, or five unexcused days in a row.

MAKE – UP WORK

Student is responsible to make up all schoolwork missed during an excused absence. Lincolnview Policy allows a student the equivalent of the number of days missed, plus one, to make up work. For one day absent- The office will not request make-up work from teachers. However, if the absence extends into a second day or longer, parents may call the office and request student's assignments. If the call is received before 10:00 a.m., every effort will be made to gather those assignments from teachers and send them home that day. Requests after 10:00 a.m. will result in the make-up work being sent the following day. **If a student has an incomplete at the end of a nine weeks or semester, the student will have 2 weeks to make-up work. If the student does not make-up work in the 2 week time frame, the incomplete will turn into a F.**

Any student knowing in advance of an absence, should contact all his/her teachers prior to that absence and get assignments. Make up work is the responsibility of the student.

Absence/Tardy Definition

- A. Tardy = students who sign in before the end of first period.
- B. 1/2 day absent = students who sign in after first period.
- C. 1/2 day absent = students who sign out before 12:55 and miss more than one class.
- D. Excused early departure =students who sign out after 2:40 p.m.

TARDINESS TO SCHOOL

A student tardy to school must report immediately to the building principal's office. A Tardy Slip will be issued to the student and an entry made on the record in the office. For each two unexcused tardies, the student will receive a detention. Tardies will reset after the first semester. There will be additional punitive consequences if the student fails to report for the detention.

- A student must report to school on or before 8:30 to be considered tardy.

TARDINESS TO CLASS

If a student is tardy to class, the teacher will inform the student that he/she is tardy. The teacher will make a written record of the tardiness and send it during that school day to the principal's office. The office personnel will record the tardy. For each two tardies recorded, the student will receive a teacher issued detention. Tardies will reset after the first semester. There will be additional punitive consequences if the student fails to report for the detention.

LINCOLNVIEW JUNIOR/SENIOR HIGH SCHOOL ATTENDANCE POLICY

Lincolnview Local Schools understands that for proper learning to take place students must be in school. It is this concept that we hope to pass along with our attendance policy.

- A. Students are permitted seven days of absence per semester. Absences in addition to those seven days, will result in unexcused absence and credit will not be allowed to be made up.
Not to be included in the seven days are medically excused absences (with proper document from medical office), field trips, college visits (JR/SR only and 3 per year) and school sponsored activities. Other absences in this category may be approved by the building administration.
Examples of the 7 day absence policy may include, but not limited to: parent call-ins with note, illness of family member, and vacations (with advance notice of absence form).
- B. Attendance will be recorded on an individual class basis: therefore a student may be unexcused in one class and not another. A student that misses more than half a class period may be considered absent for that period.
- C. Students will be marked as unexcused immediately until he/she proves the absence is excused. Once the student returns to school he/she has one week to prove the absence excused.
- D. Vacation days taken after 7 days of absence in a semester may be counted unexcused.
- E. Student may appeal the unexcused absence policy.
 - 1. Appeals will be presented to the Attendance Appeals Board. The appeal must be submitted in writing on a completed Lincolnview Junior/Senior High Excessive Absence Form. This appeal form must include all documentation which should be complete at the time of the initial appeal. Students may be asked to appear before the Attendance Appeals Board.
 - 2. The appeal must be received within three school days before the end of the semester.
 - 3. The attendance Appeals Board will review the students Excessive Absence Appeal to determine the validity of the appeal. Students and staff will be notified of the board's decision by the final day of the semester.
 - 4. Absences which result in more than the allowed seven, and absences occurring after the appeals board has met, but before the end of the semester, must be reviewed by the board. These appeals must be made immediately.
 - 5. Students due process rights allow that they have the opportunity to further appeal a denial by the Attendance Appeals Board. Therefore, a denial may be further appealed to a panel consisting of the Superintendent of Schools and the local Board of Education. This second appeal must be made prior to the next scheduled Board of Education meeting.
 - 6. It is the student's responsibility to complete this appeal process.

STUDENT SERVICES

MAIN OFFICE

The main office of Lincolnview Junior/Senior High is a business office. It is to be a place where students may come to meet with the principal or guidance counselor, have school-related questions answered, or use, with permission, the telephone on the counter. No student may go beyond the counter without permission from school

3. The student must be enrolled in a minimum of six courses.
4. The student can serve as an aide during one period.
5. The student loses his/her status as an aide for the remainder of the grading period if disciplined with Saturday school, in-school suspension, or out-of-school suspension.
6. Student aides cannot have any D's or F's. Grades verified each nine weeks.
7. Aides will have the same responsibility with a substitute teacher as they do with a regular teacher.
8. Elementary aides are not to leave the classroom more than one minute before the high school bell will ring.

LHS GRADUATION REQUIREMENTS

(21 Credits required)

English	4 credits	Science	3 credits
Mathematics	4 credits	Phys. Ed.	1/2 credit
Social Studies	3 credits	Health	1/2 credit
Electives	6 credits		

What It Takes to Earn an Ohio Diploma

Students must meet both testing requirements and curriculum requirements in order to earn a diploma. These requirements apply to students entering their freshman year in 2010 and beyond. See the two checklists below for more information about these two diploma requirements. Students must pass the Ohio Graduation Tests also.

<u>Curriculum Requirements</u>	<u>State Minimum</u>
English language arts	4 units
Health	½ units
Mathematics	4 units
Physical education	½ units
Science	3 units
Social studies	3 units
Electives	5 units

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

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

Science units must include 1 unit of physical sciences, 1 unit of life sciences and 1 unit advanced study in one or more of the following sciences: chemistry, physics, or other physical science; advanced biology or other life science; astronomy, physical geology, or other earth or space science.

Social studies units must include ½ unit of American history and ½ unit of American government. Electives units must include one or any combination of foreign language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social studies courses not otherwise required.

DIPLOMA WITH HONORS

To be awarded a diploma with honors, the student shall be required to meet at least all but one of the criteria listed below for either the college preparatory or the vocational education curriculum. A student shall not be required to meet more than the specified criterion.

English	4 units
Mathematics	4 units, including Algebra I, Geometry, Algebra II or equivalent and another higher level course or a four-year sequence of courses that contain equivalent content
Science	4 units, including physics and chemistry
Social Studies	4 units
Foreign Language	3 units, including at least 2 units in each lang. studied
Fine Arts	1 unit
Career-Technical	Not counted toward requirements and may not be used to meet requirements
Electives	Not counted toward requirements
Grade Point Average	3.5 on a 4.0 scale
ACT/SAT Score	27 ACT 1210 SAT (excluding scores from writing sections)

Diplomas with Honors requirements pre-suppose completion of all high school diploma requirements in Ohio Revised Code including:

- ½ unit physical education *
- ½ unit health
- ½ unit in American history
- ½ unit in government

SB 311 allows school districts to adopt a policy exempting students who participate in athletics, band or cheerleading for two full seasons from the physical education requirements

DETERMING CLASS RANK, VALEDICTORIAN, AND SALUTATORIAN:

Class of 2017 and 2018

GPA will be calculated on a 4.0 scale.

To qualify for these awards (Valedictorian or Salutatorian) the student needs to take 7 out of the following 10 courses.

1. Psychology/or other Social Science course
2. Sociology/or other Social Science course
3. Pre-calculus/Trigonometry
4. Calculus/NSCC Calculus
5. Chemistry
6. Physics
7. Anatomy
8. 3 units of a Foreign Language/ or 2 units of Two Foreign Languages
9. CP Junior Eng./or dual credit
10. CP Senior Eng./or dual credit

Post-secondary classes will qualify if they match a course on the above list of required courses.

NEW RANKING FOR CLASS OF 2019 AND BEYOND

GPA*	50%
HONORS COURSES	25%
ACT	15%
TOTAL CREDITS	10%

$$.50(\text{GPA})/4 + .25(\# \text{ OF HONORS CLASSES})/10* + .15 (\text{ACT})/36 + .10 (\text{CREDITS})/28 = \text{RANKING POINTS}$$

***GPA = GRADE POINT AVERAGE**

HONORS CLASSES

The following courses* are considered honors classes in the class rank formula:

- Spanish 4 or 4 years of foreign language
- English III CP
- English IV CP
- 8th grade Algebra I
- Pre-Calculus
- Calculus
- Chemistry
- Anatomy
- Physics
- 12 undergraduate semester hours in core courses

* This list may be modified on a yearly basis.

*** ACT COMPOSITE SCORE (BEST COMPOSITE SCORE THROUGH THE FEBRUARY TEST OF SENIOR YEAR)**

*** PHYSICAL EDUCATON CLASS IS NOT CALCULATED IN THE CLASS RATING SYSTEM**

*** FOR THE PURPOSES OF CLASS RANK, A MAXIMUM OF 28 CREDITS WILL BE CALCULATED**

CREDITS FOR CLASS STANDING

- Freshmen-0
- Sophomore-5
- Junior-10

Senior-16

All students must be enrolled in a secondary school program for four (4) years before the date of graduation.

All students must carry a minimum of six (6) courses per semester. All students are to have one Lancer Time. In order to participate in graduation exercises, a senior must have passed all local board of education required subjects, credits, paid all fees, and met all other requirements set forth by the state Board of Education.

ACCELERATION POLICY

Lincolnview Local Schools provide for academic acceleration, including early entrance to Kindergarten, whole grade acceleration ("grading skipping"), acceleration in individual subject areas and early high school graduation. Any student residing in the district may be referred by a staff member, a parent/guardian, a peer or by self-referral.

Parents considering acceleration are encouraged to contact the principal, guidance counselor or the coordinator of gifted services for information. Parents have the right to request screening and to participate in the evaluation process.

The school district's policy regarding academic acceleration is available in the Superintendent's office.

NATIONAL HONOR SOCIETY REQUIREMENTS

Membership in the Lincolnview Chapter of the National Honor Society shall be based upon Scholarship, Service, Leadership and Character. Candidates shall have spent at least one semester in this school and shall be members of the junior or senior class. Candidates eligible for the election shall have a minimum scholarship average of 3.5. Their eligibility shall then be considered on the other three qualities. Activity cards shall be filled out by eligible juniors and seniors to assist the faculty in their decisions.

The entire faculty of the high school shall take part in the selection of members of the National Honor Society. The final selection, however, shall be made by the faculty council, according to the rules of the National Honor Society constitution.

HONOR ROLL

Each nine weeks student's Honor Roll shall be listed. The Gold Honor Roll represents those student's with a 3.70 to 4.00 GPA. The Blue Honor Roll represents those student's with a 3.33 to 3.69 GPA. A semester examination over the work covered during the semester will be given during regular class time and incorporated in the computation of the two nine week grades in each semester. The semester exam will count twenty percent of the student's grade.

HIGH SCHOOL COURSE CREDIT

Credit will be granted on semester basis for all year long courses. Therefore, if a student fails the first semester, he must repeat the semester course, regardless of the second semester grade, the following year.

COLLEGE CREDIT PLUS

Students entering grades 7-12 can attend classes at community colleges and public colleges/universities to earn high school and transcribed college credit. Students can take classes on campus, online and through some of our teachers here at Lincolnview. Students must notify the school by **APRIL 1st** of their intent to participate in CC+. Students must then apply to the college of their choice by that school's deadline. Students can qualify through their ACT/SAT scores or Compass Test scores.

Students replacing courses that are in the tested areas are still responsible for end of course exams. Also students receive one high school credit for every three semester hour class, with a maximum of 30 semester hours possible a year (120 lifetime). If a student is at the high school for part of the day, the maximum number is reduced accordingly.

Withdrawal after the deadline, or failure from a course will result in a financial obligation for the families. Also if the course is required for graduation, the student will need to return to the high school for credit recovery.

A meeting will be held each spring in March to explain College Credit Plus.

JUNIOR HIGH GRADING AND PROMOTION POLICY

Each nine weeks will carry the same grade weight. The final grade for the year will be determined by averaging the four nine week grades together. Attitude, behavior, cooperation, effort and improvement will be considered also when the final grade is computed. All junior high students must pass three of the four major subjects, (language arts, math, social studies, and science) for promotion to the next grade or the student may be retained in the same grade for another year.

Grade	Grade Points	
A	100-92	4.00
A-	91 -90	3.67
B+	89-87	3.33
B	86-83	3.00
B-	82 -80	2.67
C+	79-77	2.33
C	76-73	2.00
C-	72-70	1.67
D+	69-67	1.33
D	66-63	1.00
D-	62-60	.67
F	Below 60	.00

JUNIOR HIGH LANCER SKYWAY INCENTIVE PROGRAM

GENERAL REQUIREMENTS FOR ALL CARD HOLDERS

1. No more than 3 absences.
2. No incomplete grades on grade card.
3. No unexcused absences or suspensions or Saturday schools.
4. Less than three detentions.
5. Students must take at least 4 classes at Lincolnview to qualify for the Skyway program.
6. No D's or F's.
7. Any Skyway card disagreement needs to be resolved within the 1st 2 weeks of the new nine weeks.

GOLD CARD REQUIREMENTS (In addition to general requirements)

1. All A's and no more than 1 B.
2. No detentions.

BLUE CARD REQUIREMENTS (In addition to general requirements)

1. All A's and B's with at least 2 A's.
2. No more than one detention.

WHITE CARD REQUIREMENTS (In addition to general requirements)

1. All A's, B's C's (but no more than 4 C's)
2. No more than two detentions.

IN ADDITION

1. All teachers are participating in the Skyway awards system. These awards will include test/project passes. A student cannot have a Saturday school, an in-school, or out-of-school suspension during the semester he/she is-trying to leave early.
2. Teacher options for use of a test/project pass may be the following:
 - a. Teachers may accept passes as Skyway members presents them.
 - b. Teachers may choose to award no more than one pass per grading period.
 - c. Teachers may give bonus points for passes.
 - d. Teachers may remove lowest grade.
 - e. Teachers may accept passes in other manners that fit their classroom.

TITLE IX COORDINATOR

(non-discrimination on the basis of gender)

Name Maria Clawson
Office Director of Special Education
Tele. No. 968-2214

SECTION 504 COORDINATOR

(non-discrimination on the basis of handicap/disability)

Name Maria Clawson
Office Director of Special Education
Tele. No. 968-2214

Questions or requests for information should be directed to the appropriate office or person.

STUDENT CONDUCT

Students are expected to conduct themselves in such a way that they respect and consider the rights of others. Students of the district must conform to school regulations and accept directions from authorized school personnel.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and /or at school-related events is subject to approved student discipline regulations. The Superintendent/designee develops regulations which establish strategies ranging from prevention to intervention to address student misbehavior.

Students and parents annually receive, at the beginning of the school year or upon entering during the year, written information on the rules and regulations to which they are subject while in school or participating in any school-related activity or event. The information includes the types of conduct which are subject to suspension or expulsion from school or other forms of disciplinary action. The Board directs the administration to make all students aware of the student code of conduct and the fact that any violations of the student code of conduct are punishable.

If a student violates this policy or the code of conduct, school personnel, students or parents should report the student to the appropriate principal. The administration cooperates in any prosecution pursuant to the criminal laws of the state of Ohio and local ordinances.

The Student Code of Conduct is made available to students and parents and is posted in a central location within each building.

DUE PROCESS RIGHTS

The Board of Education recognizes that students waive certain constitutional rights, regarding their education.

Accordingly, the Board established the following procedures:

A. Student subject to out of school suspension:

When a student is being considered for an **out-of school suspension** by the Superintendent, principal, or other administrator:

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.
4. Within one (1) school day of the suspension the principal or other administrator will notify the parents, guardians, or custodians of the student and the Treasurer of the Board. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
5. Notice of this out of school suspension will also be sent to the:
 - a. Superintendent:
 - b. Board Treasurer:
 - c. student's school record (not for inclusion in the permanent record).
6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

Appeal of Suspension to the Board or its designee

The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed with the Treasurer or the Superintendent within three (3) school days of the notice to suspend.

Appeal to the Court

Under Ohio law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

B. Students subject to expulsion:

When a student is being considered for expulsion by the Superintendent:

1. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.
3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians, or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, guardian, or custodian to appeal to the board or its designee: the right to be represented at the appeal: and the right to request the hearing be held in executive session if held before the Board. If the offense is one for which the board may seek permanent exclusion, then the notice will contain that information.

Appeal of Expulsion to the Board

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the superintendent to the board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the board or its designee. A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian. The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent's office.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under state law, the decision of the Board may be further appealed to the Court of Common Pleas.

C. Students subject to emergency removal:

Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.03 - Emergency Removal.

D. Students subject to permanent exclusion

Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.01 -Permanent Exclusion of Non-disabled Students.

E. Students subject to suspension from bus riding/transportation privileges:

Students whose conduct warrants suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.04 - Suspension of Bus Riding/Transportation Privileges.

The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or non-interscholastic extra-curricular activities.

R.C. 3313.20, 3313.66, 3313.661

Withdrawals – Absenteeism

When a student has withdrawn from school or when a student is habitually absent without a legitimate excuse, the principal shall notify the Juvenile Court. The Juvenile Court shall notify the registrar of motor vehicles and juvenile court judge. This policy includes students that have been suspended or expelled from school for the use or possession of alcohol or drugs. The Juvenile Court shall recommend that the registrar of motor vehicles and juvenile court judge deny the opportunity for the student to obtain a temporary instruction permit or operator's license or suspend the same until the student becomes age 18, returns to school or receives a general educational development certificate.

LINCOLNVIEW LOCAL SCHOOLS CODE OF STUDENT CONDUCT

The Board of Education shall, in compliance with state law establish procedural standards for the removal, suspension and expulsion of students from public schools as stated in Amended Substitute House Bill #421, amended section 33.13.661; Ohio Revised Code. The Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning, and that stated disciplinary action be enforced against those who would prevent or destroy such an environment.

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

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

- A. Inappropriate behavior – A student shall not behave in a disrespectful, belligerent, or in an otherwise inappropriate manner toward school officials or students.
- B. Dress, grooming, or appearance in a fashion which disrupts the educational process and/or constitutes a threat to the safety of the individual and/or other persons or in a fashion which is immodest and/or inappropriate. **This includes any clothing, jewelry, hair etc. that draws undue attention to the student.** Students shall not wear any apparel with slogans or images that are contrary to the values of the Lincolnview Community, that advertise tobacco, alcohol, or illegal drugs, or that contain sexual innuendo. Underwear or bras cannot be exposed. Shoulders should not show when wearing shirts (Two-inch width on tank tops). Hats may be worn before or after school and must be kept in student locker. Violators may be asked to change clothes, contact parents to bring clothes to school, be asked to drive home to change clothes (unexcused absence), or be assigned detention or Saturday school. Final judgment rests with the administrator.
- C. Failure to attend detention- When a student does not attend an assigned detention, the student may receive additional discipline- he/she may receive Saturday School.
- D. The unauthorized sale or distribution, the act of selling or distributing or attempting to sell or distribute any object or substance which has not been authorized for sale or distribution by the building principal to any person on property owned by the Board of Education.
- E. Failure to comply with the directions of teachers, student teachers, school aides, bus drivers, principals, and/or authorized school personnel. Teachers are authorized to make rules that apply in their areas of instruction and supervision which will aid in efficient operation. A request or directive made by a teacher shall be promptly complied with by pupils
- F. Failure to comply with the driving and parking regulations on or near school property. This includes reckless and unsafe operation of vehicles, failure to give right-of-way to departing school busses, and failure to park in the assigned areas as directed.
- G. Forging, the act of falsely using, in writing, the name of another person or falsifying times, dates grades, addresses, or other data on school forms, or correspondence directed to the school. This shall include lying to a school official.
- H. Using profane, indecent, or obscene language including underground newspapers either verbally or in writing toward any student, teacher, or any other person. In case of an employee, this may be enforced off school property as well as on school property. Included in this prohibition would be the use of obscene gestures, signs, pictures or publication.
- I. Cheating: on teacher assigned work or on tests and including plagiarism.
 - 1st Offense - Consequences determined by teacher classroom procedures
 - 2nd Offense - Disciplinary action may be taken and parent contacted
- J. Repeated Acts of Misconduct: as multiple violations occur, disciplinary action may be progressive in nature.
- K. Unexcused Absence/Truancy from classes: May result in disciplinary action and may result in loss of credit.
- L. Cell Phones or Portable Electronic Devices (PEDs):
 - 1. PEDs may be carried on the person
 - 2. PEDs must stay on silent

3. No music is to be played out loud at any time
 4. PEDs may be used during lunch in cafeteria or commons area
 5. PEDs may be used in hallways during passing times
 6. PEDs cannot be used in hallways during class times or during restroom breaks or other hallway time
 7. No PED usage in the restroom
 8. The picture or video function may only be used with teacher permission
 9. No PED usage in the classroom, unless a teacher gives permission
 10. Teachers have an option of collecting PEDs in a common location during class and returning the PED to the student at the end of the period.
 11. Violations for infractions will remain the same. PED must be picked up by the parent with discipline assigned.
- 1st Offense - Teacher-issued detention, Phone confiscated turned into office, Parent must pick up phone
- 2nd Offense - Saturday School, Phone confiscated, Parent must pick up phone

M. Accumulation of Detentions: Once a student has accumulated 3 detentions (either teacher-issued or administrative) a Saturday School may be assigned.

Major Offenses: the following offenses and will be dealt with more severe disciplinary action. First offense may include suspension from school with possible recommendation for expulsion.

- N. Threatening, intimidating or abusive behavior, causing or attempting to cause physical injury or harm to any student or employee. This shall include verbal harassment, bullying, physical harassment, sexual harassment and harassing gestures. Court actions may be taken if deemed necessary. Any false reports of bullying or harassment may also fall under this rule.
- O. Stealing, possessing stolen property, causing damage to, or destroying school or private property. This shall include actions that damage or actions that have the potential to damage employee's property on and off school grounds any time of the day or night. Students and their parents (guardians) will be held financially responsible for the vandalism that the student commits on school property. Legal action may be taken if deemed necessary.
- P. Fireworks or explosives unauthorized possession, use or threatened use of any fireworks, explosives and instruments capable of inflicting physical or bodily harm.
- Q. False Alarms or tampering with safety equipment, the act of initiating a fire alarm, emergency drill, or catastrophe procedure without reasonable cause.
- R. Possessing, consuming or show evidence of having consumed, or offered for sale any alcoholic beverages, prescription drugs, or illegal drugs while in the school building, on the school grounds, at any school activity and/or on school buses.
- S. Possessing any kind of tobaccos, cigarette lighters, E-cigarettes, vapor pens, or smoking accessories in school buses, school buildings on school grounds or at any other school sponsored activities.
- T. Dangerous Weapons in Schools: Students are prohibited from bringing a firearm, knife, or look alike on school property, in a school vehicle or to any school sponsored activity. The definition of a firearm shall include any weapon (including a starter gun or bb 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 firearm silencer; or any destructive device which includes but is not limited to any explosive, incendiary, or poisonous gas; bomb, grenade, or rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, minor device similar to any of the devices described above.
- U. Failure to comply with attendance regulations and procedures may result in suspension, referral to the Van Wert County Juvenile Court, and /or the recommendation of expulsion.

It should be noted that other possible student conduct reaching the gravity of the above examples, in terms of persistent disobedience or gross misconduct may also serve as grounds for suspension or expulsion.

SATURDAY SCHOOL

1. Saturday School will meet from 8:00 to 11:00 a.m. in the high school. Entrance to the building should be made from 7:45 until 8:00 by using the front doors on the south side of the building. No students will be admitted after 8:05 and any students arriving from 8:00 to 8:05 will be required to stay until 11:30. No students will be dismissed early for any reason except an emergency.
2. Students will be engaging in behavior modifications programs that are appropriate to their placement and will need to bring writing materials to complete assignments.
3. Saturday school is a positive alternative to out of school suspensions and/or other actions that may be taken by the school to enforce the student conduct code and the attendance policy of Lincolnview High School. Any student not attending a Saturday school placement or dismissed from Saturday school because of misconduct could be automatically suspended from school for three days and reassigned to Saturday school at a later date.
4. A student may be excused from Saturday school and reassigned at a later date if a request is made in writing and in advance to the school administration, which will approve or disapprove the request. Students will not be excused after the fact. A Saturday job may not be grounds for an excused absence.
5. A student may be excused for illness from one Saturday school placement if the parent or guardian contacts the high school office on the following school day.
6. All normal rules and regulations that apply to regular school also apply to Saturday school.
7. Other rules and regulations and the specific time schedule will be explained by the supervisor of the Saturday school session and are at his discretion.

In-School Suspension: The student is removed from the academic and social areas of school, and placed in an alternative education program, which is located in the high school. Those who refuse the in-school suspension will be given out-of-school suspension. Work completed during the in-school suspension shall earn credit and these days will not count as absences from classes. An in-school suspension will be for the entire length of a school day. These students may not be able to participate in any type of school functions during this time.

Out-of-School Suspension: The student is removed from school property, and not allowed to re-enter until the end of the suspension. Students will receive no credit for work or be allowed to make up tests. These students cannot participate in any type of school functions during this time

Expulsion: The student is removed from school property a set number of days as specified by State law.

LINCOLNVIEW LOCAL SCHOOL BUS RULES

All bus drivers are responsible for the regulations listed below, when transporting students on board owned buses.

Please review with your child/children the bus rules and the importance of following the rules as we strive to continue safely transporting our child/children to and from school. The bus driver has a multitude of rules and regulations that must be followed to ensure that your child is safe during transportation as well as the pick-up and drop off at their designated stops. You as parents can assist the driver by encouraging your child/children adhere to the bus rules listed below.

- (A) The school bus driver's authority and/or responsibility to maintain control of the pupils.
- (B) The pupil's right to "due process" as provided for by the policies and procedures of the educating agency.
- (C) Pupil management and safety instruction policies shall include the following:
 - (1) Pupils shall be waiting on the bus or arrive at the bus stop before the bus is scheduled to arrive.
 - (2) Pupils must wait in a location clear of traffic and away from the bus stops.
 - (3) Pupils must wait in a location clear of traffic and away from the bus stop. Never CROSS in front of the bus until the driver signals for you to do so.
 - (4) Behavior at the school bus stop must not threaten life, limb or property of any individual.
 - (5) Pupils must go directly to an available or assigned seat so the bus may safely resume motion.
 - (6) Pupils must remain seated keeping aisles and exits clear.
 - (7) Pupils must observe classroom conduct and obey the driver promptly and respectfully.
 - (8) Pupils must not use profane language.
 - (9) Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
 - (10) Pupils must not use tobacco on the bus including electronic cigarettes.
 - (11) Pupils must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student.
 - (12) Pupils must not throw or pass objects on, from or into the bus.
 - (13) Pupils may carry on the bus only objects that can be held in their laps (see paragraph (J) of Rule 3301-83-20 of the Administrative Code).
 - (14) Pupils must leave or board the bus at locations to which they have been assigned.
 - (15) Pupils must not put head or arms out of the bus windows.

SUSPENSION OF BUS RIDING/TRANSPORTATION PRIVILEGES

Students on a bus or other authorized Board of Education transportation vehicles are under the authority of and directly responsible to the bus/vehicle driver. The driver has the authority to enforce the established regulations for bus/vehicle conduct. Disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student.

A student may be suspended from school bus/vehicle riding privileges for all or part of a school year for any violation of established regulations for bus conduct and/or for conduct occurring on the bus/vehicle in violation of the Student Code of Conduct/Student Discipline Code. (See Form 5610 F4 and Form 5610 F5.)

Before a suspension from bus/vehicle riding privileges is imposed, the Superintendent or other designated District personnel will provide a student with notice of an intended suspension and an opportunity to appear before the Superintendent or other designated District personnel. Disciplinary suspension periods will be commensurate with the infraction(s) committed as determined by the Superintendent or designated District personnel.

Any additional guidelines regarding conduct on school buses/vehicles, as well as general information about the school transportation program, will be made available to all parents and students and posted in a central location.

R.C. 3319.41, 3327.01, 3327.014

A.C.3301-83-08

ANTI-HAZING POLICY

It is the policy of the Lincolnview Board of Education and School District that hazing activities of any type are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, or other employee of the school district shall encourage, permit condone, or tolerate any hazing activities. No student including leaders of student organizations, shall plan, encourage, or engage in any hazing.

Hazing is defined as 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. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

Administrators, faculty members, and all other employees of the school district shall be particularly alert to possible situations, circumstances or events which might include hazing. If hazing or planned hazing is discovered involved students shall be informed by the discovering school employee of the prohibition contained in this policy and shall be required to end all hazing activities immediately. All hazing incidents shall be reported immediately to the Superintendent.

Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with Ohio law.

HARASSMENT, INTIMIDATION, AND BULLYING POLICY

Harassment, intimidation, or bullying behavior by any student/school personnel in the Lincolnview School District is strictly prohibited, and such conduct may result in

disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with House Bill 276, means any intentional written, verbal, graphic or physical act including electronically transmitted acts i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand held device, either overt or covert, by a student or group of students toward other students/school personnel with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

- A. Causing mental or physical harm to the other student/school personnel including placing an individual in reasonable fear of physical harm and/or damaging of students' personal property: and,
- B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student/school personnel.
- C- If you witness bullying put a note in the anonymous box labeled bullying in the high school office counter. Students should list name of student being bullied and who is doing the bullying.

LINCOLNVIEW HIGH SCHOOL ATHLETIC CODE

USE OF ALCOHOL, TOBACCO, AND DRUGS

THE BELOW CODE OF CONDUCT WILL BE IN EFFECT THE ENTIRE CALANDER YEAR.

FIRST OFFENSE:

A student-athlete who is found in violation for the first time will be prohibited from participating for **15%** of the team's regular season (the next scheduled event or events played after the violation) if they agree to participate in a substance abuse treatment program or tobacco education program. This program must be approved by the Principal and Athletic Director and be paid for by the student-athlete who was in violation. If the student-athlete does not participate in a substance abuse program or tobacco education program they will be prohibited from participation in **30%** of the team's regular season. If the student athlete chooses to participate in a substance abuse program or tobacco education program the program must be completed by the end of the season. If it is not completed by the end of the season the remaining penalty will be applied to the next sport in which the student-athlete participates.

SECOND OFFENSE:

A student-athlete found in violation for the second time shall be prohibited from participation for one calendar year.

THIRD OFFENSE:

A student found in violation for a third offense will be prohibited from participating in athletics for the remainder of their high school career. Potentially, after one calendar year of suspension has been served, the student may apply for reinstatement.

All above offenses must be reported by a reliable source. The Superintendent, Principal and Athletic Director will determine the validity of any reliable source.

Suspension Example:

1.4 and below equals 1 event

1.5 and above equals 2 events.

CONDUCT UNBECOMING A LINCOLNVIEW ATHLETE:

This includes, but not limited to fighting, immoral conduct, public profanity or obscenity, criminal acts, and insubordination, or lying to a school official. Punishment will be in accordance with the severity of the infraction. This will be determined by the Principal and Athletic Director.

First offense may be the loss of one, two, or three contests and possible removal from the team.

Second offense may be automatic removal from the sport for the remainder of the season.

PROHIBITION FROM EXTRA-CURRICULAR ACTIVITES

Participation in extra-curricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals and other authorized personnel employed by the District supervise or coach a student activity program to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period not to exceed the remainder of the school year in which the offense or violation of the Student Code of Conduct/ Student Discipline Code took place.

In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein.

Students prohibited from participation in all or part of any extra-curricular activity are not entitled to further notice, hearing, or appeal rights. (See Form 5610.05 F1.)

- I. Coaches of the various sports may also incur other training rules (i.e. bedtime hours, eating habits, wearing apparel, etc.) with a provision for suitable punishment. Athletes violating these rules consistently may be handled as Conduct Unbecoming a Lincolnview Athlete.
- II. Academic Eligibility: The requirements and penalties as established by the OHSAA for the 2016-2017 school year under bylaw 4-4 is as follows: A student must be currently enrolled in school and have received passing grades in a minimum of five one credit courses, or the equivalent, in the immediately preceding grading period.

The student must have a GPA of no less than 1.25 for the preceding grading period and have received no more than one grade of F for the preceding grading period.

ATHLETIC ATTENDANCE

For purposes of athletic participation in a practice and games, athletes must be present for ½ the school day unless otherwise excused by the administration. One half the school day is defined as being present for four periods, 1-4 or 4-7.

Acceptable Use and Internet Safety Policy

PERSONAL RESPONSIBILITY

By signing the Lincolnview Student Handbook Signature Page you are agreeing not only to follow the rules in this policy, but are agreeing to report any misuse of the network to the building principal. Misuse means any violations of this policy or any other use that is not included in the policy, but has the effect of harming another or his/her property.

TERM OF THE PERMITTED USE

A student who submits to the school a properly signed policy and follows the policy to which she has agreed will have computer network and Internet access during the course of the school year only. Students will be asked to sign a new policy each year during which they are students in the School District before they are given an access account.

ACCEPTABLE USES

A. Educational Purposes Only. The School District is providing access to its computer networks and the Internet for educational purposes only. If you have any doubt about whether a contemplated activity is educational, you may consult with the person(s) designated (teachers, administrators, media specialist, technology coach) school to help you decide if a use is appropriate.

B. Unacceptable Uses of Network. Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

1. Uses that violate the law or encourage others to violate the law. Don't transmit offensive or harassing messages offer for sale or use any substance the possession or use of which is prohibited by the School District's Student Discipline Policy; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them. Students may not send or receive emails that contain inappropriate or obscene comments, suggestions, or language.

2. Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies)~ employ another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, "Trojan horse," "time bomb" or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.

3. Uses that jeopardize the security of student access and of the computer network or other networks on the Internet. For example, don't disclose or share your password with others~ don't impersonate another user.

4. Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers and social security numbers.

C. Netiquette. All users must abide by rules of network etiquette, which include the following:

1. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.

2. Avoid language and uses which may be offensive to other users. Don't use Internet access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender ethnicity, nationality, religion, or sexual orientation. Use of the network or school property to engage in cyberbullying is prohibited. Cyberbullying involves the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group that is intended to harm others.

3. Don't assume that a sender of e-mail is giving his/her permission for you to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should only be done with permission or when you know that the individual would have no objection.

4. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's systems and is in a format which the recipient can open.

INTERNET SAFETY

A. General Warning: Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his/her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guide to materials to shun. If a student finds that other users are visiting offensive or harmful sites, s/he should report such use to the person designated by the school.

B. Personal Safety. Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a scheduled place or in a private setting.

C. "Hacking" and Other Illegal Activities. It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates State or Federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

D. Confidentiality of Student Information. Information that personally identifies an individual student may not be shared on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and social security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by Ohio law, for internal administrative purposes or approved educational projects and activities.

E. Active Restriction Measures. The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The school periodically will monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other

material which is inappropriate for minors.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 (h)(7)), as meaning any picture, image, graphic image file, or other visual depiction that:

1. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion
2. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
3. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors

PRIVACY

Network and Internet access is provided as a tool for your education. The School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the School District and no user shall have any expectation of privacy regarding such materials.

FAILURE TO FOLLOW POLICY

The use of the computer network and Internet is a privilege, not a right. A user who violates this policy, shall at a minimum, have his/her access to the computer network and Internet terminated, which the School District may refuse to reinstate for the remainder of the student's enrollment in the School District. User violates this policy by his/her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if s/he permits another to use his/her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The School District may also take other disciplinary action in such circumstances.

WARRANTIES/INDEMNIFICATION

The School District makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his/her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his/her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the school, the School District, the Data Acquisition Site that provides the computer and Internet access opportunity to the School District and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his/her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the School District's network.

UPDATES

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional

registration and account information or to sign a new policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such new policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the school to receive such information.

ADDITIONAL ITEMS OF CURRENT CONCERN FOR THE 1:1 Chromebook INITIATIVE

1. Students may only access their computer or network by using their assigned network account/password. Use of another person's account/password is prohibited. Students may not allow other students to use their account/ password. Students may not go beyond their authorized access. Students may not intentionally seek information or modify files, data, or passwords belonging to other users, or misrepresent other users on the computer/network.
2. Students may not use the network or school property to engage in illegal activities such as software pirating, peer-to-peer file sharing and/or intellectual property violations (ex: music, games, videos, books, television shows, movies, etc. which are under copyright).
3. While on the school network, use of chat clients, social networking sites, and personal web-based email are prohibited.
4. Use of non-educational games, videos, movies, or games/videos/movies not assigned by a teacher while on the network or using school property is prohibited.
5. When using the network or school computers, students must follow the directions of school teachers/staff and adhere to school policies. 6. Students may not use the photo/video/audio function or screenshot function for any unauthorized use.

Lincolnview Schools Acceptable Use and Internet Safety Policy

Use of the Internet is a privilege, not a right. The Board of Education's Internet connection is provided for educational purposes only. Unauthorized and inappropriate use will result in a cancellation of this privilege.

The Board has implemented the use of a Technology Protection Measure, which is a specific technology that will protect against (e.g., block/filter) Internet access to visual displays that are obscene, contain pornography or are otherwise harmful to minors. The Board also monitors online activity of students in an effort to restrict access to pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that determined users may be able to gain access to information, communication and/or services on the Internet which the Board has not authorized for educational purposes

and/or which they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parent/Guardians assume this risk by consenting to allow their students to participate in the use of the Internet. Students accessing the Internet through the school's computers assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of the Internet.

The Board has the right to monitor, review and inspect any directories, files and/or messages residing on or sent using the Board's computers/networks. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

Parents or Guardians:

By signing the Lincolnview Student Handbook Signature Page as the parent or legal guardian of the student who also signed said page, I have read, understand and agree that my child or ward shall comply with the terms of the Lincolnview School District's Acceptable Use and Internet Safety Policy for the student's access to the School District's computer network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the policy. I am, therefore, signing this agreement and agree to indemnify and hold harmless the school, the School District and the Data Acquisition Site that provides the opportunity to the School District for computer network and Internet access against all claims, damages, losses and costs, of whatever kind, that may result from my child's or ward's use of his/her access to such networks or his/her violation of the Acceptable Use and Internet Safety Policy. Further, I accept full responsibility for supervision of my child's or ward's use of his/her access account if and when such access is not in the school setting. I hereby give permission for my child or ward to use the building-approved account to access the School District's computer network and the Internet.

Students:

By signing the Lincolnview Student Handbook Signature Page, I agree that I have read, understand and agree to abide by the terms of the Acceptable Use and Internet Safety Policy of the Lincolnview Local School District. Should I commit any violation or in any way misuse my access to the School District's computer network and the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me.

I understand that any violation of the terms and conditions set forth in the Policy and Guidelines is inappropriate and may constitute a criminal offense. As a user of the Board's computers/network and the Internet, I agree to communicate over the Internet and the Network in an appropriate manner, honoring all relevant laws, restrictions and guidelines. I have read and understand the responsibilities of use of the school-owned equipment.

Lincolnview HS-JH Student 1:1 Chromebook Technology Initiative

Chromebook Loan Agreement

One Chromebook, charger, and carrying case is being loaned to the student and is in good working order. This may be the device the student had the previous year. It is the student's responsibility to care for the equipment and ensure that it is retained in a safe environment. The student may not deface or destroy this property in any way.

This equipment is, and at all times remains the property of Lincolnview Local Schools and is herewith loaned to the student for educational purposes only for the academic school year. The equipment will be returned when requested by Lincolnview Local Schools, or sooner, if the student withdraws from Lincolnview Local School prior to the end of the school year.

Students can take their Chromebook equipment home at night during the school year.

Lincolnview will also provide safe charging-locations for families who would rather keep their Chromebooks at school overnight. All school-related Chromebook activities can be performed on any computer, and essentially all other computing and smart devices (i.e. desktops, laptops, android, iPads, smartphones, etc.). Please contact the Technology Coordinator directly if you want your child's Chromebook to remain at school.

The student acknowledges and agrees that his or her use of the District property is a privilege (not a right) and that by the student's agreement to the terms hereof, the student acknowledges his or her own responsibility to appropriately use, protect and safeguard the District property and to return the same in good condition upon request by Lincolnview Local Schools.

Unauthorized or inappropriate use of the machine may result in the student losing his or her right to use the Chromebook. At any time, staff may inspect and/or monitor any Lincolnview Chromebooks and/or user account. The Director of Technology, Teachers and building principals are responsible for determining what constitutes unauthorized or inappropriate use. The principal may deny, revoke or suspend access to the Network/Internet to individuals who violate the Board's Acceptable Use and Internet Safety Policy (Policy 7540.03) and related Guidelines, and take such other disciplinary action as is appropriate pursuant to the Student Code of Conduct.

The District property may be used by the student only for non-commercial purposes, in accordance with District's policies and rules, the District Acceptable Use and Internet Safety Policy (Policy 7540.03), as well as the local, state, and federal statutes.

Students may not make any hardware or software changes to the Chromebook and its operating system, or install or use any software/apps other than software owned and approved by the District and made available to the student in accordance with this receipt and agreement. The student agrees to use their best efforts to assure that the District property is not damaged or rendered inoperable by any electronic virus while in the student's possession.

One Lincolnview Google User Account with specific privileges and capabilities has been set upon the Chromebook for the exclusive use of the student to which it has been assigned. The student agrees to make no attempts to change or allow others to change the privileges and capabilities of this Chromebook and/or user account.

A Lincolnview Google/Gmail account will be available for each student to use for appropriate, academic application and communication with other students and staff members only. The email is only for communication within the school district. The student may not make any attempt to add, delete access, or modify other users' accounts on any school-owned Chromebook or computer.

The Lincolnview Local Schools network is provided for the academic use of all students and staff. The student agrees to take no action that would interfere with the efficient, academic use of the network.

Identification labels have been placed on the Chromebook. These labels are not to be removed or modified. If they become damaged or missing, the student should contact the technology department or principal for replacements. Additional stickers, labels, tags or markings of any kind are not to be added to the Chromebook.

Chromebook Loan Agreement - Parent/Guardian Responsibilities

Your son or daughter has been issued a Chromebook to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer:

- When using the Chromebook at home, at school, and anywhere else the student may take it, I will require that my child follows the policies of Lincolnview Schools, especially the Student Code of Conduct and the Acceptable Use and Internet Safety Policy (Policy 7540.03), and abide by all local, state, and federal laws,
- I will supervise my child's use of the Chromebook outside the school environment,
- I understand that it is permissible to connect Chromebooks to offsite Wifi,
- I will discuss our family's values and expectations regarding the use of the Internet and email,
- I will supervise my child's use of the Internet and email,
- I will not attempt to repair the Chromebook, nor will I attempt to clean it with anything other than a soft, dry cloth,
- I will not allow my child to bypass District provided content filters in any way,
- I will report to the school any problems with the Chromebook,
- I will not change, load or delete any software from the Chromebook,
- I will make sure my child recharges the Chromebook battery nightly,
- I will make sure my child brings the Chromebook to school every day,
- I understand that if my child comes to school without the Chromebook, I may be called to bring it to school,
- I agree to make sure that the Chromebook is returned to school when requested and upon my child's withdrawal from Lincolnview Local Schools.

Chromebook Loan Agreement - Student Responsibilities

Your Chromebook is an important learning tool and is to be used for educational purposes only. In order to take your Chromebook home each day, you must be willing to accept the following responsibilities:

- When using the Chromebook at home, at school, and anywhere else I may take it, I will follow the policies of Lincolnview Schools, especially the Student Code of Conduct and the Acceptable Use and Internet Safety Policy (Policy 7540.03), and abide by all local, state, and federal laws,
- I will treat the Chromebook with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby, and I will keep my Chromebook in my school-issued carrying-case at all times,
- I will always carefully pack and prepare my Chromebook for transport and/or storage,
- I will not over-pack or store my Chromebook bag in a way that could damage the Chromebook,
- I will not lend the Chromebook to anyone, not even my friends or siblings; it will stay in my possession at all times,
- I will not change, load or delete any software onto the Chromebook,
- I will not remove programs or files from the Chromebook,
- I will make no attempt to alter the Chromebook's Operating System,
- I will make no attempt to alter the Chromebook connection from Lincolnview Google Apps for Education,
- I will make no attempt to bypass District provided content filters in any way,
- I will bring the Chromebook to school every day,
- I will not use my Chromebook to access personal email accounts not pertaining to classroom activities,
- I agree that email and document sharing (or any other computer communications) will be used only for appropriate, legitimate, and responsible communication.

tion for educational purposes,

- I will keep all accounts and passwords assigned to me secure, and will not share these with any other students,
- I will not attempt to repair the Chromebook,
- I will return the Chromebook when requested and upon my withdrawal from Lincolnview Local Schools.
- I will report any issues associated with my Chromebook (damage, lost, etc.) IMMEDIATELY to the administration, teacher, and/or technology department.

Chromebook Loan Agreement - Taking Care of Your Chromebook

NOTE: The leading Chromebook-damaging actions that Lincolnview students have paid-for since instituting our 1:1 initiative are dropping and/or crushing the Chromebook; consequently, damaging internal components – usually the battery and/or system board. Please pay special attention when placing, carrying, packing, storing and transporting your Chromebook.

Daily Use

- Power cords, cables, USB devices, and data cards must be inserted carefully into the Chromebook to prevent damage.
- Make sure all cables, devices and cards are removed before moving or packing your Chromebook
- Students are responsible for keeping their Chromebook battery charged for school each day.
- The Chromebook screen can be damaged if subjected to rough treatment.
- Do not lean on the top of the Chromebook when it is closed.
- Do not place anything near the Chromebook screen and keyboard that could damage the screen.
- Avoid using any sharp object(s) on the Chromebook.
- Do not place anything in the carrying-case that will press against the cover.
- Do not “bump” the Chromebook against lockers, walls, car doors, or floors.
- Careful placement in your carrying-case is important.
- Never throw a book bag that contains a Chromebook.
- Never place a Chromebook near food, liquids, heavy, or sharp objects.

Safe Keeping

- Chromebooks must never be left in an unlocked locker, unlocked car or any unsupervised area.
- When not in your personal possession, the Chromebook should be in a secure, locked environment.
- Unattended Chromebook will be collected and stored in the school's office.
- Each Chromebook has the ability to be remotely located. Modifying, disabling or attempting to disable the locator is a violation of the acceptable use policy and grounds for disciplinary action.
- Each Chromebook has a unique identification number and at no time should the numbers or labels be modified or removed.
- Do not lend your Chromebook to another person. Each Chromebook is assigned to an individual and the responsibility for the care of the Chromebook solely rests with that individual.
- Never expose a Chromebook to long-term temperature extremes or direct sunlight. An automobile is not a good place to store a Chromebook.
- The Chromebook is an electronic device and care must be exercised when handling the Chromebook.
- Do not attempt to gain access to the internal electronics or repair your Chromebook.
- If your Chromebook fails to work or is damaged, report the problem to the Technology Department as soon as possible.

Appearance

- Do not write, draw, add stickers or labels that are not the property of the school.
- Each Chromebook is identifiable. Do not remove any school ID tags or labels.

Cleaning

- Use only a clean, soft cloth to clean the screen, no cleansers of any type—no window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasive material.

Chromebook Loan Agreement – LV Chromebook Protection Fund

All students are required to participate in the Lincolnview Chromebook Protection Fund to protect you and your child against high-cost damages and loss of the loaned Chromebook equipment in your care. This fee is included in Lincolnview Student Workbook Fees.

Premium

- The premium cost is \$40 per-student per-school year with a maximum premium of \$100 per family.
- The Lincolnview Chromebook Protection Fund will offer coverage to all High School and Jr. High student Loaned-Chromebook equipment.
- If needed, a student with a damaged Chromebook will be given a replacement during the time needed for repair.

Coverage and Benefit

- All unwarranted Chromebook, charger, or carrying-case damage or loss is the sole responsibility of the student and parent or guardian.
- The Lincolnview Chromebook Protection Fund helps by providing limited coverage of unwarranted damage and/or loss of the Chromebook, charger, and/or carrying case that was loaned to the student.
- Students will be responsible to pay for all unwarranted damage and loss valued up to \$50.
- All unwarranted damage and loss valued over \$50 will be covered by the Lincolnview Chromebook Protection Fund.
- Coverage is 24 hours per day from any location on or off campus during the school year.

Additional Information about Coverage and Damages

- If a student's Chromebook is damaged a second time, the student can no longer take the Chromebook home and must place it overnight in a Lincolnview-provided charging cart.
- After the second damage incident the Chromebook will continue under the coverage and benefit of the LV Chromebook Protection Fund.
- After the second damage incident, a student can pay an additional \$40 (over the initial \$40 or \$100 premium) if they would like to resume taking their Chromebook off-campus overnight.

Definition of Damage for Lincolnview Chromebooks

- Damage is defined as any Chromebook problem – visible or non-visible – that must be repaired to ensure or return the Chromebook function(s) so that it will work properly in the Lincolnview educational setting.
- Unwarranted damage is any damage – visible or non-visible – that is not covered under the manufacturer or vendor-supplied warranty.

Agreement with the Lincolnview HS-JH Student 1:1 Chromebook Technology Initiative

By completing the signature page in the student handbook:

- Parent/Guardian: I acknowledge that I have read, understand, and agree with the entire Chromebook Loan Agreement concerning my child's use and our responsibilities for the loaned Chromebook equipment.
- Student: I acknowledge that I have read, understand, and agree with the entire Chromebook Loan Agreement concerning my use and responsibilities for the loaned Chromebook equipment.
- Student: If I am signing this agreement when I am under 18, I understand that when I turn 18 this agreement will continue to be in full force and effect, and I will continue to abide by the Acceptable Use and Internet Safety Policy.

FERPA

Parents and students can file a complaint if they believe their rights under Federal Law (Family Educational Rights and Privacy Act and Protection of Pupil Rights Amendment) have been violated. Contact person is Mr. Jeff Snyder, 15945 Middle Point Rd., Van Wert, OH 45891. Phone numbers is 968-2214.

SUMMARY

The contents of this STUDENT HANDBOOK are meant to aid the student in his/her years at Lincolnview Junior/Senior High School. Questions may arise that are not covered in the handbook, therefore, check with the staff or administration for answers.

The guidance counselor, staff and administration are always willing to assist each student in his/her own personal program. The best education for each individual is the primary goal at Lincolnview Schools.

Lincolnview Local School Board of Education

Kirk Berryman
Eric Germann
Michelle Gorman
Scott Miller
Lori Snyder

SIGNATURE PAGE

**** MUST BE TURNED IN TO YOUR LANCER TIME TEACHER- COMPLETED AND SIGNED BY AUGUST 26, 2016
TEAR OFF AND RETURN THIS PAPER**

Student's Full Name (please print): _____ Grade: _____

Parent/Guardian's Name: _____

Please check and return this four part permission form.

1. Picture Consent Form

Students are on occasion photographed at school for articles in the newspaper, school web page or other media. Examples would include awards received, sporting events, small group pictures at assemblies, and classroom activities. Law requires that we have your permission on file to take and or use your child's picture in the newspaper or other media. Schools are allowed to use student pictures within the school or release group pictures (no names) to the media.

Yes ____ You may take my child's picture; name included and release it to the media.

No ____ Please do not release my child's picture with name to the media.

2. Yearbook/Publication Picture Consent Form

Lincolnview JH/HS publications include, but not limited to yearbooks, newsletters, website, various classroom and school activity pictures.

Yes ____ Please allow my child's name and picture to be included.

No ____ Please do not include my child's name and picture.

3. Student Handbook and Chromebook Policy

Every student is given a Student Handbook (includes the district Acceptable User and Chromebook Policy) Please read and review the handbook. The policies and procedures are important for your child's success at Lincolnview JH/HS.

Yes ____ I have received and read/reviewed the policies and procedures in the Student Handbook.

Parent/Guardian's Signature: _____ Date: _____

Student's Signature: _____ Date: _____