



Carlisle Junior/Senior High School
7th/ 8th Grade Edition

2021-2022
STUDENT HANDBOOK

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THIS AGENDA BELONGS TO:

NAME: _____

ADDRESS: _____

CITY/TOWN: _____ **ZIP CODE:** _____

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MISSION AND VISION OF THE MIDDLE SCHOOL

Carlisle Junior High School is a unique educational entity that provides a guided and gradual transition from the primary to the secondary level. The main emphasis is on the educational, social, emotional, and physical growth of the transcendent child. Carlisle Junior High School is a partnership of the facility, the home, and the community centered on student needs.

In our middle school, special attention is given to developing independence, responsibility, and self-discipline by encouraging students to become self-directed. The student-centered curriculum allows students to develop their individual intellectual abilities and basic social skills by providing varied experiences in the arts and opportunities for athletic development.

Teachers at Carlisle Junior High School are sensitive to the unique needs of children of this age. They serve as advisors and role models, challenging students with new ideas. Teachers also seek the talents of parents and the community to inspire children to reach for goals.

Carlisle Junior High School provides a caring, supportive atmosphere, recognizing the talents and uniqueness of each student, promoting the joy of learning, and acknowledging the worth of each child. The middle school program meets the child on his/her own level and enhances learning through a positive teacher/student relationship, a challenging curriculum, and an environment that is structured and safe. The ultimate achievement is the promotion of self-esteem and a sense of belonging for each student.

GOALS

The middle school program will provide the opportunity for the students to...

- 1) Build on their educational backgrounds and prepare for future learning experiences.
- 2) Pursue the development of skills, knowledge, and individual potential.
- 3) Experience group interaction, which will contribute to their personal growth.
- 4) Grow mentally and physically.
- 5) Become participating citizens of their school and community.
- 6) Develop self-expression through the arts.
- 7) Develop positive self-image.
- 8) Understand and resolve the social, physical, and emotional changes of adolescence.

RESIDENCY VERIFICATION

We reserve the right to require verification of residency (proof of residency consisting of a deed, building permit, rental agreement, tax statement, voter registration card, or completion of Form 5111 F2a, or Form 5111 F2b). In addition, proof of paying the district 1% income tax is a requirement of enrollment.

GRADING POLICY

In an effort to communicate effectively the strengths and weaknesses of the individual student, Carlisle Junior High School shall report pupil progress. Pupil progress will be determined by the use of evaluation techniques as prescribed in the course of study for each curricular area. Progress will be reported at regular intervals and will be a measure of the student's achievement in meeting the instructional objectives in each of the curricular areas. Guidelines to promote consistency of grading and reporting within the school district, between buildings, at grade levels, and within subject areas have been established and are implemented. The district grading scale for grades 1-12 is:

100-93	A	4.0
92-90	A-	3.7
89-87	B+	3.3
86-84	B	3.0
83-80	B-	2.7
79-77	C+	2.3
76-74	C	2.0
73-70	C-	1.7
69-67	D+	1.3
66-63	D	1.0
62-60	D-	.70
< 59	F	0

Up to date student grades can be found on Progress Book which is located on the CLSD website.

General

BETWEEN PERIODS

During class changes, students will have four minutes to pass from class to class. This is ample time to use the restroom facilities. A student who is tardy to class will be indicated as tardy on the period's attendance.

BUSES

Students are to ride the bus assigned. Permission to ride another bus may be obtained from an administrator only in emergency situations with a note from your guardian. Continued misbehavior or a severe act of misbehavior may result in temporary or permanent removal from the bus.

CARE OF SCHOOL PROPERTY

Students need to exhibit pride and respect for school property. Any destruction to school property will result in disciplinary action. The student will assume the cost of such damage. NOTE: BOARD POLICY STATES THAT CHARGES MAY BE FILED IF THE DAMAGE EXCEEDS \$100.00.

CELL PHONES

Students in grades 7-12 may use cellular phones or MP3 players (must be able to hear staff instructions) during non-instructional times through the school day- between classes, lunchtime before and after school if such use is done quietly and with appropriate regard for the safety of the user and others. Teachers may direct students to place all electronic devices in phone caddy in the classroom. Student must follow teacher classroom policy. If there are extenuating circumstances, should discuss this with the teacher prior to accessing electronic devices. If teachers' electronic

device policy. If violated, the teacher may issue consequences, send a referral to the principal, or confiscate electronic devices to give the principal a referral for violating rules. No person shall take pictures or videos without teacher or administrative consent.

HOMEWORK POLICY

Homework is an important part of the learning process and is expected to be completed. Failure to complete and turn-in homework **may result** in disciplinary action.

MAKE-UP PRIVILEGES

It is the student's responsibility to see his/her teacher for make-up work. If a student has an excused absence from school, he/she has one day for each absence to make up work. At the teacher's discretion, additional days may be given for make-up work (if the student requests and the teacher agrees). Students with an unexcused absence may receive a zero for the day's activity. Students who are suspended or expelled may make up missed work but may not receive credit. It is the students'/parents' responsibility to request such work.

PROMOTION / RETENTION

It is the philosophy of the Carlisle Local School District to provide each student with the appropriate instruction, support services, and intervention programs to give students the opportunity to progress successfully through our system. The program at Carlisle Junior High School strives to provide the greatest opportunities for all students.

A child may be retained when standards have not been met. When a child's promotion or course completion is in danger, every effort will be made and duly recorded to notify parents by means of grade cards, progress reports, parent-teacher conferences, letters, phone calls or any other home/school communication.

Promotion in the middle school shall be based on successful completion of the grade level State Test and a passing mark in at least three of the four subjects: language arts, mathematics, science, and social studies. The following educators will serve on the committee that will recommend promotion, retention or assignment to the next grade: teacher(s), principal, counselor, parents, and school psychologist (If applicable).

ADVANCED PLACEMENT FOR MIDDLE SCHOOL STUDENTS

Items to be considered in determining placement for advanced classes:

1. Recommendation from current teacher
2. Parent contact (Expectation handout)
3. A grade of B or better in current class
4. Students who score at least "ACCELERATED" on the state test.
5. Written Assessment by district gifted coordinator

PLEASE NOTE - THE FOLLOWING HIGH SCHOOL CREDITS WILL BE EARNED FOR MIDDLE SCHOOL STUDENTS: 8th Graders taking Algebra 1: 7th Graders taking Algebra 1; 8th Graders taking Algebra 1 – receives a HS Math credit for Algebra 1.

HONOR / MERIT ROLL & PRINCIPALS' LIST

Students selected to the Honor Roll, Merit Roll, or Principals' List will be determined by the students' grade point average (G.P.A.). Grade point averages will determine the following:

Merit Roll	3.0-3.49
Honor Roll	3.5-3.99
Principals' List	4.0

NATIONAL JUNIOR HONOR SOCIETY

The 7th and 8th grade students who qualify for this group will be selected in the spring of the year in which they qualify. Selection is based on **leadership, citizenship, character, scholarship and service**; students must excel in all of these areas. Students must also have at least a 3.5 GPA. The students must complete and return the student activity form by the deadline. All the teachers in the suggested areas will evaluate eligible and interested students on a 1 through 5 scale. A faculty council will meet to review all information gathered. There will be a one-time \$20.00 fee for those that are inducted into NJHS. This cost helps with cost of certificates, the ceremony, and miscellaneous cost of the process.

LUNCH

All students at Carlisle Junior High School will have a closed lunch period. They may bring a healthy lunch from home or purchase cafeteria food. Good manners and proper conduct are expected in the cafeteria. Each table must be wiped with a clean, wet towel before students are excused. Tablemates share this responsibility equally. During lunch periods, students are to be in the cafeteria until dismissed. A student must secure permission from the supervisor or principal on duty before leaving the cafeteria. Students are not to return to the classroom areas of the building during their lunch periods because classes are in session at that time. **No carbonated drinks brought from home are allowed in cafeteria.**

LOCKERS

As a student of Carlisle Junior High School, you will be assigned a hall locker in which to keep your books, book bag and other property. A teacher or a principal will assign the lockers to you. Students are expected to keep the lockers neat and clean. The lockers and their contents are the property of the school district and may be inspected at any time. **The school is not responsible for items that are lost or stolen as a result of not locking the locker or giving the combination to someone else.** The principal must approve the switching of lockers or moving into any locker other than your assigned locker.

CARE OF BOOKS

At the end of the school year, students are expected to pay for any damage done to a textbook or library book that was assigned to their usage and care. For this reason we require students to cover their textbooks to prolong the life of the books. It is important that students make the teacher aware of any damage to a book at the time it is issued.

MEDICATION AT SCHOOL

According to school board policy, the following procedures must be completed in order for the school to administer prescription and/or non-prescription medication:

- 1) Have parent fill out a Permit for Dispensing Medication Form.
- 2) Doctor must sign the Permit for Dispensing Medication Form.
- 3) Parent must bring the medication to the office.
- 4) The medication must be in the original container from the pharmacy with the label completely readable.
- 5) The medication will remain in the main office.
- 6) Over-the-counter medication is prohibited from being in school unless a physician authorizes it.

The same procedure as listed above must be followed.

Student use of inhalers for medical reasons:

A student may be permitted to carry and use an inhaler prescribed by a medical doctor to alleviate allergy, bronchial, lung, or other medical problems. The student, parent/guardian must provide a letter, or copy of medical prescription, written by a medical doctor justifying the students need to carry and use the inhaler on school grounds. A copy of such letter or prescription must precede possession of an inhaler on school grounds and must be given to the principal, who will notify the teachers and school nurse.

EMERGENCY MEDICAL TREATMENT

Section 3313.712 of the Ohio Revised Code mandates that an emergency medical authorization form be on file for every student at the beginning of each school year.

Emergency Medical Authorization Forms are sent home with each student during the first week of school. Parents/guardians should complete a form for each student in the family. The authorization form should be returned to the school promptly.

The purpose of the form is to enable parents and guardians to authorize the provision of emergency treatment for children who become ill or injured while under school authority, if parents or guardians cannot be reached. This form also gives the district school nurse valuable health information if they are seen in the clinic.

FOOD ALLERGY MANAGEMENT

Because food allergies can be dangerous, even life threatening in some cases has implemented the following district food allergy management guidelines. Implementing these initiatives will help provide a safe educational environment for food-allergic students and help reduce the risk of accidental exposure to those foods in the school setting.

Family's Responsibility:

- Notify the school of the child's allergies by listing the allergens on the annual emergency forms sent home for parents/guardians to complete.
- Providing medical documentation on any allergies in order to receive school accommodations-must be written by a physician.
- If the child has a severe allergy, the family will notify the building's school nurse before the start of school, or when an allergy is identified during the school year.

- If any medication or Epinephrine Pen is needed at school, the family will provide written medical documentation, medication authorizations, instructions, and the needed medications as directed by a medical practitioner to use in case of an allergic exposure.
- Provide properly labeled medications and replace medications after use or upon expiration.
- Encourage the child to wear some form of allergy alert identification while at school.
- Educate the child in the self-management of the food allergy including:
 - *Safe and unsafe foods
 - *Strategies for avoiding exposure to unsafe foods
 - *Signs and symptoms of allergic reactions
 - *How and when to tell an adult they may be having an allergy-related problem
 - *If age appropriate, how to read food labels to identify suspected food allergens
- Provide up to date emergency contact information throughout the school year.

School's Responsibility:

- The school nurse will be knowledgeable about applicable federal and state laws and district policies regarding food allergies
- The school nurse will review any health records that are submitted by parents and medical practitioners.
- The school nurse will notify the child's teachers, cafeteria staff, office staff and bus personnel of the child's medical allergies.
- If the child has a severe allergy, the school nurse will develop an emergency health plan for the child in accordance with practitioner and parental directions.
- The school nurse will provide safe storage of all medications.
- The school nurse will train appropriate staff regarding medication administration, including correct technique for using an Epinephrine Pen.
- The School District will ensure that all classrooms and buses have communication devices to be able to call appropriate authorities in an emergency.
- School personnel will help family/student to monitor any food being provided for treats or special occasions for any potentially life-threatening food allergy content.
- The School District will provide nut free tables to students with severe food allergies during lunch times **upon parent request.**
- Custodial staff will clean the nut free tables in accordance with the district annual training.
- The School District will post menus on the district website each month, and/or distribute, and/or make available to parents in the main office.

Lice Policy

If a student is found to have LIVE lice at school they will be sent home and contact is made to the parents to treat. The student is permitted to return to school once they have been treated and no presence of live lice is found. Students sent home with LIVE lice will be checked by designated personnel upon return to school, students are permitted to stay at school with nits.

IMMUNIZATION LAW

Sections 3701.13, 3313.671 and 5104(E) of the Ohio Revised Code require that each student have at least the following immunizations before entry to school:

- Five doses of DPT vaccine-diphtheria, tetanus, and pertussis (whooping cough) (last dose must be after 4th birthday)
 - Four doses of Polio vaccine (last dose must be after 4th birthday)
 - Three doses of Hepatitis B vaccine
 - Two Measles vaccines (the first vaccine ,must be administered on or after the first birthday)
 - Two Rubella vaccines (the first vaccine ,must be administered on or after the first birthday)
 - Two Mumps vaccines (the first vaccine ,must be administered on or after the first birthday)
 - Two Varicella vaccine (the first vaccine ,must be administered on or after the first birthday)
- *Seventh Grade entry requires a TDap booster and Meningococcal vaccine prior to 7th grade
- *12th grade entry requires a Meningococcal vaccine prior to 12th grade.

District Illness policy

Attending school on a regular basis is important for each child's academic and social development. Parents often have trouble deciding whether their child is too ill to go to school. Your child is too sick to go to school and should remain home if any of these symptoms are present;

- Temperature of 100 degree of above. Once the child is fever free without medication and free of other symptoms for 24 hours he/she may return to school.
- Has persistent pain from earache, headache, sore throat or recent injury
- Has a cough that interferes with the child's daily routine
- Vomiting or diarrhea. Child must be symptom free for 24hours before they can return to school.
- Has green or yellow drainage from the eyes
- Has broken out in an unknown/contagious rash
- Has a contagious disease such as chickenpox, strep throat, or pinkeye they must be on antibiotics for 24hours before returning to school for infectious illnesses.

If your child has any of these symptoms while at school, they will be sent home. If your child is sent home from school with a fever they should be fever free without medication for 24hours before returning to school.

Any question should be directed to the School Nurse Rebecca Baker RN, MSN 746-7610 ext. 134

College Credit + Options (Formally known as PSEO)

An option for students who are enrolled in qualified and selected CC+ courses. Carlisle Local Schools will be partnering with local universities to enable students who are enrolled in this selected course to also be enrolled in similar courses through each university. Students who apply to the participating college or university and meet the IHE's (Institute of Higher Education) established standards for admission and course placement to enroll in approved postsecondary program during the 7th, 8th, 9th, 10th, 11th or 12th grade year while in attendance in the District. Students will be eligible to receive secondary credit for completing and of these programs (1 Secondary credit = 3 IHE Semester hours. Credits less the 3 will be converted proportionately). Student cannot take beyond 30 credit hours in an academic year and no more the 120 credit hours in high school. Parents and students must attend the CC+ meeting in mid-February/March offered

by the high school in order to participate in this program. All CC+ applications must be submitted by May 1st and student/parents must attend the CC+ meeting to participate in CC+. All students who ONLY attend a CCP college MUST take at the least the equivalent of five Carnegie units (5 high school credits) throughout the entire year. College Credit Plus courses are weighted the same as AP classes and all materials and textbooks must be sold back to the book store for credit to CLSD no later than 5 days after the last day of class. If it is not returned, the full price of the book will be added to your school fees. Financial obligation will default to the student/parent if the student withdraws from the course or otherwise fails to complete the course. If, after graduating from high school, a student enrolls in a college or university in which he or she was enrolled under this program, the college or university must award full credit for any course the student successfully completed under this program. If you are interested in more information about or Post-Secondary Enrollment Options, please see the building principal or guidance counselor. They will give you a copy of the district policy.

EXTRACURRICULAR ACTIVITY RULES

Students involved in any extracurricular activity as participants or spectators are expected to abide by all regular school rules whether the activity is at Carlisle or any location away from school. Every student is expected to spend the day in school. Students absent from school are not eligible to participate in any extracurricular activity. **STUDENTS WHO ARRIVE TO SCHOOL AFTER 8AM or MISS ANY OTHER PART OF THE SCHOOL DAY MUST PRESENT A DOCTOR'S NOTE IN ORDER TO PARTICIPATE IN EXTRA CURRICULAR EVENTS FOR THAT SCHOOL DAY (including practices).** Any student who has an unexcused absence on a Friday will not be permitted to participate in any extracurricular activity on Saturday or Sunday. In the event of a true emergency, the building principal or athletic director may grant an exception. **The parent of the absent student must contact the building principal as early in the day of the activity as possible to request such an exception.**

ATHLETIC ELIGIBILITY

8th grade athletic eligibility for fall sports is based on the grades from previous year's 4th quarter. 7th grade students are automatically eligible for fall sports. Newly enrolled 7th and 8th graders are eligible for a two-week grace period. Eligibility is checked every two weeks. Students failing two or more classes for a week become ineligible the following Monday for a two week period. Students receiving two F's or at below a 1.25 G.P.A. at the end of any grading period become ineligible for the entire next quarter.

Athletes are required to pay an Athletic Fee of \$50.00 (per sport) and School Fees of \$65.00 payable by the first contest. Playing privileges may be denied if not paid in full. Payment plans can be established upon request. Note: any payment from previous sports must be paid in full before participation (or an additional payment plan) will be granted.

TRANSPORTATION

The school will provide transportation for all interscholastic activities. Participants are to be transported home from contests by the same means as they were transported to the contest. Exceptions must have prior approval of the building principal, athletic director, or assistant principal.

STUDENT THREAT ASSESSMENT

Overview for parents

We use a standard procedure for responding to student threats of violence called “threat assessment.” Threat assessment was recommended by the FBI and by the U.S. Secret Service and Department of Education in their studies of school violence. Threat assessment guidelines were developed and field-tested at the University of Virginia, and they have been adopted for use by hundreds schools.

The basic idea is that when a student communicates a threat to harm someone, the threat assessment team will do an assessment to determine how serious the threat is and what can be done to prevent the threat from being carried out. In most cases of school shootings, the student communicates threat before taking action, and, if these threats can be identified, violence can be prevented. However, it is important not to treat all threats the same way, because most threatening statements made by students are not serious threats. The job of the threat assessment team is to determine how serious the threat is and how to respond to it. The team will investigate the threats, quickly resolve the “transient” threats, and take further action to deal with the “substantive” threats. Research has shown that the vast majority of threats can be resolved safely and without drastic consequences such as school expulsion.

It is important to remember that it is highly unlikely that a student will carry out a threat to commit a homicide (national statistics show that the odds are no greater than 1 in 3 million that a student will be victim of a homicide at school and that the average school can expect a student-perpetrated homicide only once in 12,800 years) In most cases, threats are a sign that a student is frustrated, angry and in need of help resolving a problem. A goal of threat assessment is to address this underlying problem.

If your child knows about a student who has made a threat, it is important to contact the school principal.

What is a threat?

A Threat is any expression of an intent to harm someone. Threats may be spoken, written, or expressed in some other way, such as through gestures. Threats may be direct (‘I’m going to beat you up’) or indirect (“Watch me beat him up after school”). A threat can be vague (“I’m going to hurt him”) or implied (“You better watch out”). Possession of a weapon will be investigated as a possible threat.

What should parents do?

Students are often reluctant to tell us about threats, because they don’t want to be considered “snitches.” Teach your son or daughter that there is a difference between snitching and seeking help to prevent an act of violence.

What if my child is involved in a threat?

If your child makes a threat or is the target of a threat, we will contact you, advise you of our response and seek your support and assistance in resolving the threat.



Warren County Educational Service Center

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Carlisle Local Schools Attendance Policy Documentation for Absences, Tardies and Early Dismissals

*****STUDENTS WILL RECEIVE UPDATED 2021-2022 HARD COPY OF THE ATTENDANCE POLICY*****

Generally, twelve (12) occurrences of absences from school, which include full days, partial days, tardies and early dismissals may be documented by a parent/guardian phone call

***Medical notes shall count against the 12 occurrences that a parent may excuse.**

Absences (full and partial days), tardies and early dismissals in excess 12 occurrences may not be excused by a parent and shall require documentation by the child's treating physician, nurse practitioner, or physician's assistant- unless an occurrence is otherwise excused by the Principal due to unusual circumstances.

The foregoing general rule is for the convenience of school officials in the administration of this attendance regulation. This rule does not create an entitlement for a student to be absent from school 12 times. Application of this general regulation may be waived by school officials where circumstances indicate that its application does not serve the student's best interest. Those circumstances include, but are not limited to: the student's attendance in the current or prior school years; instances where students/parents have been adjudicated guilty for truancy related offenses or currently under active supervision or probation. Excused occurrences from school shall be granted only on the condition of a note from a physician, nurse practitioner, physician's assistant, or excused by the school Principal.

Nothing contained in this attendance regulation is intended nor should be construed as restricting the discretion of school officials to make such inquiries and request such verification/documentation as is reasonably necessary to determine if an occurrence (full day absence, partial day absence, tardy or early dismissal) is excused.

Tardiness

Being punctual to school is the minimum expectation that we have for all of our students. Any student arriving in class in their assigned seat after 7:25 A.M. must report directly to the attendance office to obtain a tardy slip. The tardy slip must be presented to the teacher to be admitted to class. The attendance office will track tardies and report to the administration.

Early Dismissal

Students must bring in their early dismissal note to the attendance office in the morning before school starts. All early dismissals will be counted toward the student's 12 occurrences in the school year. In all cases, a parent/guardian will be contacted to provide permission and a valid reason for the early dismissal. When a student arrives on the campus property he/she is under the jurisdiction of the school district until the end of the day. No student may leave the premises during the school day without proper authority from the attendance office. Also, no student will be permitted to return to school unless an "off-grounds" pass has been issued with a return time marked on it.

Absences

Students who miss school are required to have their parent/guardian contact the attendance office on or before 9 A.M.

If the school doesn't receive notification, a phone call will automatically be made to the parent/guardian. If the parent/guardian fails to contact the school, the absence will be considered unexcused until a parent/guardian makes direct contact (within 5 days) with the attendance office to verify the student's absence.

All notes parental/guardian or physician's must be submitted to the attendance office within five (5) days of the absence, otherwise the absence will be unexcused.

Unexcused Occurrences from school:

The Ohio Revised Code define a student as being a habitual truant when a student has: 30 consecutive unexcused hours, or 42 unexcused hours in a school month, or 72 unexcused hours in a school year.

If a student acquires 38 hours in one month or 65 hours in one school year of excused and or unexcused hours, a warning letter will be mailed to parent/guardian.

The school, in compliance with Ohio Truancy Laws has established the following intervention strategies to avoid unexcused hours, partial and full days, tardies and early dismissal.

If a student acquires 30 consecutive unexcused hours, or 42 hours unexcused hours from school in a school month or, 72 unexcused hours in a school year, an Absence Intervention Team meeting will be scheduled by the Truancy Officer, for the purpose of developing an Absence Intervention Plan. The team shall consist of the student, parent/guardian or their designee (a pre-approval FERPA form release for a designee to attend in a parent's place must be filed by the parent for the designee to participate in the Absence Intervention Team meeting), school administrator or their designee, and attendance officer. The team may also include the school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences and representative of the Juvenile Court.

If the parent/guardian fails to attend or otherwise respond and participate in the Absence Intervention Team, the school shall do both of the following:

- Investigate whether the parent/guardian's failure to attend triggers mandatory reporting to the public children services agency or instruct the Absence Intervention Team to develop an intervention plan for the child notwithstanding the absence of the parent/guardian.

- If the student fails to comply with the Truancy Intervention Plan and meets the legal definition of habitual truant, charges will be filed in Warren County Juvenile Court.

DISCIPLINE

It is the responsibility of the student to adopt patterns of behavior that will contribute to rather than disrupt the educational process. **In dealing with disciplinary situations, the following actions are considered within the scope of Ohio School Law to be suitable approaches after teacher/team led disciplinary steps:**

- Student Counseling
- Parent notification or conference
- Detention
- Thursday/Saturday School
- In School Study
- Suspension: including out of school or bus
- Court Referral
- Expulsion
- Exclusion
- Referral to proper law enforcement agency

Carlisle Junior High School administrators will attempt to follow a progressive discipline procedure when acting upon student office referrals. NOTE: Certain student violations of the Carlisle Local Schools Student Code of Conduct could result in an administrator bypassing disciplinary steps.

While under any jurisdiction of the school, on school property, or at any school-sponsored activity (on or off school grounds), a violation on the part of a student of any of the rules set forth in this handbook or any adopted Carlisle Board of Education Policy (Student Code of Conduct) will result in disciplinary action.

Any student may be suspended, expelled, or removed from attendance at school for misconduct as noted in state law, Board of Education policies and Student Code of Conduct including, but not limited to, misconduct that occurs off school property but which is connected to events, activities, or school personnel of the school district. Such misconduct may occur on, off, or in the vicinity of school grounds, which is directed at or involves a school employee or his/her property.

The Student Code of Conduct meets the intent of the Ohio Revised Code which requires each board of education to adopt a set of rules and regulations designed to maintain order and discipline necessary for effective learning. The Carlisle Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning and that disciplinary and prescriptive means be employed on behalf of those who would destroy or deny such an environment. This code and its provisions shall be applicable to the following behaviors occurring on school property, at school-related activities away from school, and occurring off school property but are designed to have a negative impact on school or the district. Violations can occur against other students, school employees, visitors to school, or to the school environment in general. Students who violate the Code of Conduct are subject to Thursday school, in-school alternative discipline class/program/building (this may occur in or outside the school district and during or after the normal school day), in-school suspension, out-of-school suspension, denial of bus privileges, denial of driving privileges, emergency removal from school, denial of participation or suspension from extracurricular activities, or expulsion.

Student Code of Conduct

1. Truancy

Unexcused absence from school or class. Leaving school without permission from a school official. Excessive tardiness.

2. Abuse of Others

No student shall use, direct, electronic, or display words, phrases, gestures, images, or actions which are considered to be disrespectful, threatening, intimidating, harassing, slanderous, degrading, obscene, profane, or inappropriate behavior as defined by school administration. This applies to other students as well as staff members.

3. Fighting/Violence

Intentional behavior which causes, attempts, or threatens physical injury including not limited to fighting, assault, hazing, and/or making general threats.

4. Vandalism

Damaging or attempting to damage property on school grounds. This includes public or personal property at school or at a school related event. Arson or attempting to set a fire.

5. Theft

Stealing or attempting to steal public or personal property. Possession of stolen property.

6. Use/possession of a gun

Use or possession of any kind of firearm or look-alike replica of a firearm.

7. Use/possession of a weapon other than a gun or explosive

Use or possession of any kind of weapon or look-alike replica of a weapon other than a firearm or explosive such as a knife, razor, club, chain, etc., using to inflict harm on another person or to intimidate any person.

8. Use/possession of any explosive/incendiary device, or poison gas

This includes matches, lighters, and any substance that could ignite or enhance a fire or explosion.

9. Use/possession of tobacco

Using or possessing any substance containing tobacco including, smokeless tobacco, electronic nicotine device or look-a-like tobacco.

10. Use/possession of alcohol

Using, possessing, or being under the influence of any substance containing alcohol.

11. Use/possession of other drugs

Using, possessing, or being under the influence of drugs, other than alcohol or prescription medication that has been administered in accordance with the district's policies. This includes look-alike drugs, inhalants, counterfeit drugs, or any substance you think to be a drug or controlled substance.

12. Disrespect

No students shall be disrespectful to any school employee or adult. A student shall not direct toward a school employee words, phrases, or gestures which are vulgar, obscene, or degrading in any manner. This includes arguing with a teacher in front of the class. If the student is in disagreement with a teacher, the student must talk with the teacher privately after class. If this does not resolve the disagreement, the teacher or student should schedule a conference with administration in the building. Dishonesty with school personnel shall be classified as disrespectful behavior as well.

13. Failure to attend detention

No student shall skip or refuse to take detention or other properly administered discipline.

14. False alarms/bomb threats

This includes setting or reporting false fire, tornado, bomb, or disaster alarms. The Board of Education authorizes the superintendent to expel a student found guilty of expediting a bomb threat (verbally or in writing) to an expulsion of up to 365 calendar days.

15. Disruption of School or Bus

No student shall, by use of violence, coercion, or any other means cause disruption or obstruction to the carrying on of a normal school day or activity. Examples of disruption include, but are not limited to, use of profanity, unusual or offensive attire, setting off fire alarms, fireworks, unauthorized fire (not arson), false alarms, bomb threats, "water" items, throwing objects or food, running, wrestling, having a lighter, etc. Anything that disrupts the learning process may be classified as disruption of school. No student shall lean or throw any items out of a bus window. No student shall refuse or disobey a bus driver's request or direction per bus regulations. See the section "School Bus Conduct".

16. Emergency Removal

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disruption in the academic process, taking place either within a classroom or elsewhere on school premises, the student may be removed from the curricular activity or school premises on an emergency basis.

17. Telecommunication Violation

The school will not be responsible or liable if these items are lost, stolen, or damaged. No students shall take pictures or film other students or staff members without proper permission. Teachers and employees may confiscate iPods/mp3's/cell phones/ etc. if used during class.

- **Sexting** - no student shall possess text, show, or take photos of any nude body parts of any student or any other persons on school property. Showing of these types of photos to others during the school will be treated the same as those who send them.
- **Filming and distribution of a fight** - no student shall film a fight and distribute the footage over electronic means to others.

18. Disobedient/Disruptive Behavior

No students shall be disrespectful to any school employee or adult. A student shall not direct toward a school employee words, phrases, or gestures which are vulgar, obscene, or degrading in any manner. This includes arguing with a teacher in front of the class. If the student is in disagreement with a teacher, the student must talk with the teacher privately after class. If this does not resolve the disagreement, the teacher or student should schedule a conference with administration in the building. Dishonesty with school personnel shall be classified as disrespectful behavior as well. No student shall disobey directions of administrators, teachers, substitute teachers, student teachers, teacher aides, bus drivers, or other school personnel who are authorized to give such directions during any specific period of time when they are subject to the authority of such school personnel. Any student refusing to be searched will be assumed guilty of suspicion and suspended for 10 school days with the possibility of an expulsion recommendation.

19. Harassment/Bullying

All incidents of bullying should be reported to the building principal. A Bully Report form will be completed and the incident will be investigated. Students involved in bullying and other types of harassment will be subject to disciplinary action. Incidents of Dating Violence should be reported

to the building principal so appropriate resources can be made available to the victim and appropriate disciplinary actions can be administered.

20. Unwelcome Sexual Conduct

Unwelcome sexual advances, request for sexual favors and/or other physical or verbal conduct of a sexual nature.

21. Instigation/Failure to Report

Any student that intentionally or unintentionally is a catalyst in causing a fight, argument, and/or urges another student to do something destructive or violate the SCOC. Any student aware of another student violating the SCOC and fails to report it or is not truthful when asked.

22. Chronic Misbehavior

Students will not engage in behavior that repeatedly or chronically disrupts or disturbs the educational process, the orderly operation of school, school activities, school buses, or other school operations that constitute a violation of the Student Code of Conduct.

23. Other

Any other behavior that causes or attempts to cause disruption to the peaceful school environment. These can include, but are not limited to the following:

Unauthorized presence in any location where the student has no legitimate business without permission of a school authority. Cheating, Plagiarizing, Gambling, Extortion. Violations of the school dress code, which include wearing suggestive, revealing, obscene, or profane attire. Indecent exposure. Excessive display of affection. Student driving or parking violations. Commission of any crime or misdemeanor in violation of local, county, or state statutes.

REGULATIONS FOR BUS RIDERS

Bus regulations are designed to insure the safety and welfare of all school bus passengers. All bus riders must abide by these regulations or be deprived of the privilege to ride the bus. The following regulations are found in the Ohio Revised Code 33d01-83-08 and are adopted by the Carlisle Board of Education:

- 1) Pupils should arrive at the bus stop before the bus is scheduled to arrive. Get to the bus stop on time
- 2) Pupils must wait for the bus in a safe location. When waiting for the bus, stay off the road or street. Stay back at least 6 feet from the curb until the bus has stopped and opened its door.
- 3) Behavior at bus stops must not threaten life, limb, or property of anyone.
- 4) Pupils must go directly to their assigned seats and remain seated properly (back on back, seat on seat, feet on floor) and keep the aisles clear.
- 5) Load and unload from the bus at its designated stop in an orderly manner.
- 6) Pupils must maintain classroom conduct, observe absolute quiet at a railroad crossing, and obey the driver at all times.
- 7) Eating, drinking, chewing gum, and littering are not permitted on the bus.
- 8) Noise on the school bus must be kept to a minimum.
- 9) Pupils must not put head, arms, or any body part outside the windows.
- 10) Pupils are not to throw anything on, from or into the bus.
- 11) Pupils are not to transport any animals while on the school bus.
- 12) Pupils are not permitted to transport glass containers or objects made of glass on the bus.
- 13) Pupils must go directly to the bus when dismissed from school. When discharged from the bus, they should go directly to their homes.

- 14) Tape recorders, CD players, headsets, and radios are prohibited from being used on the bus.
- 15) Pupils must be aware that the Student Code of Conduct is enforced on the buses as well as at the bus stops. This includes the use of tobacco products and alcohol usage.
- 16) Any behavior that would / could cause a safety problem or injury for the driver or other passengers is also prohibited.

STUDENT THREAT ASSESSMENT

Overview for parents

We use a standard procedure for responding to student threats of violence called “threat assessment.” Threat assessment was recommended by the FBI and by the U.S. Secret Service and Department of Education in their studies of school violence. Threat assessment guidelines were developed and field-tested at the University of Virginia, and they have been adopted for use by hundreds of schools. The basic idea is that when a student communicates a threat to harm someone, the threat assessment team will do an assessment to determine how serious the threat is and what can be done to prevent the threat from being carried out. In most cases of school shootings, the student communicates threat before taking action, and, if these threats can be identified, violence can be prevented. However, it is important not to treat all threats the same way, because most threatening statements made by students are not serious threats. The job of the threat assessment team is to determine how serious the threat is and how to respond to it. The team will investigate the threats, quickly resolve the “transient” threats, and take further action to deal with the “substantive” threats. Research has shown that the vast majority of threats can be resolved safely and without drastic consequences such as school expulsion. It is important to remember that it is highly unlikely that a student will carry out a threat to commit a homicide (national statistics show that the odds are no greater than 1 in 3 million that a student will be victim of a homicide at school and that the average school can expect a student-perpetrated homicide only once in 12,800 years) In most cases, threats are a sign that a student is frustrated, angry and in need of help resolving a problem. A goal of threat assessment is to address this underlying problem.

If your child knows about a student who has made a threat, it is important to contact the school principal.

What is a threat?

A Threat is any expression of an intent to harm someone. Threats may be spoken, written, or expressed in some other way, such as through gestures. Threats may be direct (‘I’m going to beat you up’) or indirect (“Watch me beat him up after school”). A threat can be vague (“I’m going to hurt him”) or implied (“You better watch out”). Possession of a weapon will be investigated as a possible threat.

What should parents do?

Students are often reluctant to tell us about threats, because they don’t want to be considered “snitches.” Teach your son or daughter that there is a difference between snitching and seeking help to prevent an act of violence.

What if my child is involved in a threat?

If your child makes a threat or is the target of a threat, we will contact you, advise you of our response and seek your support and assistance in resolving the threat.

TOBACCO FREE ENVIRONMENT

Student use or possession of tobacco in any form is prohibited at all times on school grounds. Consequences for possession or use of any form of tobacco are as follows:

FIRST OFFENSE: 5-day suspension from school (This can be reduced to 3 days with the student having registered and completing a scheduled tobacco class)

SECOND OFFENSE: 10-day suspension from school.

THIRD OFFENSE: 10-day suspension from school and recommendation for expulsion.

This policy carries over to all years in grades 7th and 8th.

DRESS CODE

STUDENT DRESS CODE

It shall be the purpose of this section to set limits of acceptability which expresses the feeling that students' dress should be neat, clean, and decent. It is not the purpose of this section to set styles; it is an attempt to give students and faculty something to count on in acceptable dress for school.

- Clothing, jewelry, tattoos, or other personal items which specifically or generally contain, promote, glorify, or refer to alcohol, drugs, tobacco, sexual innuendo or sexually suggestive contents, profane, vulgar, or lewd symbols or slogans, gangs or cults, antisocial or harassing behavior, hate, violence, death, suicide, gore, and/or blood shall not be worn or displayed. Tattoos, which do not conform to the requirement of this paragraph, must be covered.
- Clothing must be worn in a manner that does not expose the shoulder (must have sleeves), torso, midriff, chest, cleavage, back, buttocks or undergarments. Clothing with rips, tears, or holes, above mid-thigh (fingertips) or that exposes skin or undergarments, may not be worn. Lower garments will stay, unassisted, with or without a belt, at the top of the hipbone or above.
- Lower garments must be no shorter than mid-thigh and will not expose undergarments. Form-fitting clothing may **only** be worn under another garment.
- Tight fitting spandex, Lycra, cotton, nylon, polyester or stretchy synthetic pants may only be worn if covered by another garment to mid-thigh.
- Clothing giving credence to unacceptable organizations that reflects hatred and disrespect for others may not be worn
- Footwear must meet safety and health requirements for the classes involved. Shoes must be worn at ALL times.
- Hats and hoods are not to be worn inside the building during the school day.
- Sunglasses are not to be worn within the school except upon a doctor's prescription.
- Large book bags or backpacks may be used to carry books to & from school, but may not be taken to class.
- Administrator will make the final determination as to the appropriateness of questionable clothing.

GUN FREE SCHOOLS

The "Gun Free Schools Act of 1994" provides that no federal assistance will be provided to a public

school district unless the district has adopted a policy permitting the expulsion, for no less than one year, of any student who is determined to have brought to school a firearm.

HARASSMENT POLICY

The Carlisle Junior High School believes that every individual deserves to come to school without fear of demeaning remarks or actions. The harassment of other students, staff members, or any other individuals is not permitted. This includes any speech or action that creates a hostile, intimidating, or offensive learning environment. Conduct constituting harassment may take different forms, including but not limited to...

SEXUAL HARASSMENT

- 1) **VERBAL:** the making of written or oral sexual innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, or threats to a fellow student, staff member, or other persons associated with the school district
- 2) **NONVERBAL:** causing the placement of sexually suggestive objects, pictures, or graphic commentaries in the school environment or the making of sexually suggestive or insulting gestures, sounds, leering, whistling, and the like to a fellow student, staff member, or other persons associated with the district
- 3) **PHYSICAL:** threatening or causing unwanted touching, contact, or attempts at same, including patting, pinching, pushing the body, or coerced sexual intercourse, with a fellow student, staff member, or other persons associated with the district

GENDER / ETHNIC / RELIGIOUS / DISABILITY HARASSMENT

- 1) **VERBAL:** written or oral innuendoes, comments, jokes, insults, threats, or disparaging remarks concerning a person's gender, national origin, religious beliefs, etc. towards a fellow student, staff member, or other persons associated with the district; conducting a "campaign of silence" towards a fellow student, staff member, or other persons associated with the district by refusing to have any form of social interaction with the person
- 2) **NONVERBAL:** placing objects, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures toward a fellow student, staff member, or other persons associated with the district
- 3) **PHYSICAL:** any intimidating or disparaging action such as hitting, hissing, or spitting on a fellow student, staff member, or other persons associated with the district

ANY STUDENT WHO BELIEVES THAT HE / SHE IS THE VICTIM OF ANY OF THE ABOVE ACTIONS OR HAS OBSERVED SUCH ACTIONS TAKEN BY ANOTHER STUDENT, STAFF MEMBER, OR OTHER PERSONS IN THE DISTRICT SHOULD IMMEDIATELY NOTIFY HIS/HER COUNSELOR OR PRINCIPAL.

POSSIBLE DISCIPLINARY ACTION

- *Warning with Parent notification
- *Thursday/Saturday School Program

- *In-School Suspension
- *Out of School Suspension
- *Expulsion

The severity of discipline may differ with each particular case. There is no order to the discipline with regard to harassment.

DETENTION POLICIES AND PROCEDURES

Detentions given by the administrators will be served after school from 2:15 until 3:00pm. Teacher detentions will be scheduled at the teacher's discretion. Parents will be notified if a student receives a detention via a phone call or by the paperwork sent home. Parents and students will be responsible for transportation home after detention.

TUESDAY/THURSDAY/SATURDAY SCHOOL

Students who are assigned Tuesday/Thursday/Saturday School should bring materials to work the **entire period**. No talking will be permitted. Students will be given one restroom break. Students not following directions or skipping the assigned Tuesday/Thursday/Saturday School will be subject to additional disciplinary action. Tuesday/Thursday/Saturday School will only be reassigned with prior approval of the principal.

ANTI-HAZING POLICY

No administrator, faculty member, or other employee of the school district shall encourage, permit, condone, or tolerate a hazing activity. 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 of this policy. If hazing or planned hazing is discovered, involved students shall be informed by the discovering school employee of the prohibition of hazing and end all hazing activities immediately. All hazing incidents shall be reported immediately to the Superintendent. Failure to abide by this policy by school personnel may be subject to disciplinary action and may be liable for civil and criminal penalties in accordance with Ohio law.

RELEASE OF STUDENT INFORMATION/PHOTOGRAPHS

The federal Family Education Rights and Privacy Act of 1974 permits the school district to release certain information, known as "directory information" to certain people or institutions, **unless you request, in writing**, that such information not be released.

In many cases, requests for this type of information come from community organizations, the news media, school directories, or, in the case of high school students, the armed forces or colleges for recruiting purposes. "Directory Information" may include:

- * Principal's List, Honor list

- * Student name, address, telephone number
- * Date or place of birth
- * Participation in officially recognized activities and sports
- * Weight and Height of athletic team members
- * Dates of attendance
- * Most recent educational agency or institution attended by student
- * Photographs

Additionally, videotapes, audio recordings or photographs may occasionally be taken of students for use in the news media or school district publications. The school district will also be broadcasting various school activities on TIC Channel 15/22 Carlisle Educational-Government access. Students may appear on the cable channel as part of the School Board meeting opening activities or in special school programs featuring students.

The school district will not release “directory information” for commercial or other purposes not related to school business.

If you do not wish us to release “directory information” and/or have your child appear in photographs and/or videotape, please contact your child’s building principal at 937-746-3227.

FIELD TRIP POLICY

Students must exhibit a pattern of good behavior in order to attend any school related field trips (i.e. 8th Grade Washington D.C. trip, MUSE Machine, etc.) The following guidelines will be adhered to when determining whether a student will participate in a field trip:

1. Any student who is assigned a combination of 2 or more Tuesday/Thursday/Saturday Schools or In School Study sessions, will not be eligible for a field trip during that semester (Adm. Discretion).
2. Any student who is suspended from school will not be eligible for a field trip during that semester (Adm. Discretion).
3. Misbehavior on a previous trip during the current school year will result in no field trips for that student for the remainder of the school year.
4. A student with excessive absences from school will be ineligible for any field trip.
5. Any student who is suspended from school for 10 or more days will not be eligible for any field trip during that academic year.
6. **Any out of town, or state trip, students must have school fees paid in full.**

Each student will be re-evaluated prior to each field trip. Improved behavior and/or attendance may be taken into consideration.

INTERNET USAGE

Internet access is available to all students at Carlisle Junior High School. Terms and conditions are available online at the Carlisle Local Schools web page and can also be found in the main office at Carlisle Junior High School.

All students will be given a password and will be expected to follow all rules and regulations regarding computer usage. Any student who uses any computer or computer equipment improperly will be subject to a loss of computer privileges and/or possible disciplinary action.

CHEMICAL INTERVENTION POLICY

The Carlisle Local Schools recognize that chemical dependency, “including alcoholism”, is a treatable disease. Chemical dependency is defined as an illness in which consumption of chemicals interferes with the learning process or adversely affects one’s health. While health problems are primarily the responsibility of the home and community, the school shares in that responsibility when chemical dependency interferes with a student’s performance. The responsibility for dealing with student use and abuse of chemicals is a shared one. It is the responsibility of the teaching staff, administration, Board of Education, counselors, students and parents. Consequently, Carlisle Local Schools mandates the following concerning student possession, use, and/or abuse of chemicals: A student shall not possess, use, transfer, conceal, sell, deliver, consume, share, handle, store, acquire, buy, represent, make, or be under the influence of narcotics, drugs, or alcohol, or in any manner engage in drug abuse while on school property or attending any school-related function. The above sentence does not apply to possession and proper use of prescription drugs under a doctor’s orders. Procedures for the possession and proper use of prescription drugs have been established by board policy (Chapter I, pp. 72-77). No student shall possess, use, transfer, conceal, sell, attempt to sell, consume, share handle, store, acquire, buy, represent, make, apply, or deliver any object designed to inject, conceal, smoke, or enhance the effects of narcotic drugs, marijuana, isobutyl nitrate, alcoholic beverages, stimulants, hallucinogenic drug, amphetamine, barbiturate, tranquilizer, intoxicant, solvent, gas, inhalants, amyl nitrate, or any mood altering chemical, drug or abuse of prescription drug, any counterfeit controlled substance, or any object deemed to be drug related while on school property or attending any school related function. Any confiscated substance and/or substance-related properties shall be turned over to the proper juvenile or law enforcement authorities.

UNDER THE INFLUENCE

Under the influence is defined as manifesting signs of chemical use such as staggering, reddened eyes, odor pf chemicals, nervousness, restlessness, falling asleep in class, memory loss, abusive language, or any other behavior not normal for that particular student.

PRESCRIPTION DRUG

A prescription drug is defined as a drug authorized by a medical prescription from a licensed physician, shall not be considered a violation of this rule as long as a parent’s statement, signed physician’s statement, and/or prescription label is presented to the school nurse or Principal’s office. Such medication shall be kept in the security of school personnel (See board policy Chapter I, pp. 72-77)

- COUNTERFEIT CONTROLLED SUBSTANCES OR “LOOKALIKES” (as defined in the Ohio revised Code 2925.01):
- Any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner of rights to such trademark, trade name, or identifying mark;
- Any unmarked or unlabeled substance that is represented to be controlled substance manufactured, processed, packed, or distributed by a person other than the person that manufactured, processed, packed or distributed it.
- Any substance that is represented to be a controlled substance, but is not a controlled substance or is a different controlled substance;
- Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size, and color, or its

marking, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

- No person shall possess any counterfeit controlled substance.
- No person shall make, possess, sell, offer to sell, or deliver any substance that he/she knows is a counterfeit controlled substance.
- No person shall make, possess, sell, offer to sell, or deliver any punch, die, plate, or stone, or other device knowingly or having reason to know that it will be used to print or reproduce a trademark, trade name, or other identifying mark upon a counterfeit controlled substance.
- No person shall sell, offer to sell, give, or deliver any counterfeit controlled substance to a person under the age of eighteen.
- No person shall directly or indirectly represent a counterfeit controlled substance as a controlled substance by describing its effects as the physical effects associated with the use of a controlled substance.
- No person shall directly or indirectly falsely represent or advertise a counterfeit controlled substance.
- Whoever violates any one, part, or all of (1) through (6) of this section is guilty of a felony and will be reported to the appropriate police department and juvenile authorities.
- PROCEDURES FOR KINDERGARTEN THROUGH GRADE SIX:
- First Offense in a School Year:
- The Principal, school nurse, or designated Core-team member will collect data from all the teachers of the child.
- The Principal, the school nurse, and other appropriate persons will have a conference with the parents.
- The student may be suspended up to ten (10) days.
- If the data collected indicates chemical related problems, it is required that the student seek a professional evaluation from a trained Chemical Dependency Counselor or a licensed physician trained in chemical dependency that is mutually agreed upon by both parties. Carlisle Local Schools believe that the earliest possible intervention in the disease process means less destruction for the elementary student who may be experimenting with or is harmfully involved with chemicals.
- If the student and/or parent/guardian agrees to undergo a professional chemical dependency evaluation (student) and/or counseling (parent/guardian), the suspension may be reduced or eliminated.
- Second Offense in a School Year:
- The Principal, school nurse, or designated core-team member will collect data from all teachers or the child, to see if any significant behavior changes have occurred since the first offense.
- The Principal, the school nurse, and other appropriate persons will have a conference with the parents.
- The student may be suspended up to ten (10) days and/or recommended for expulsion.
- The child must be evaluated by a trained Chemical Dependency Counselor or a licensed physician trained in chemical dependency for a professional opinion concerning where he/she fall on continuum between experimentation and addiction. Education or treatment may be recommended by the referral agency.

- If the student and/or parent/guardian agree to undergo professional chemical dependency evaluation (student) and/or counseling (parent/guardian), the suspension may be reduced or eliminated.
- Failure of student and/or parent/guardian to comply with the recommendations of the school and/or referral agency will result in the student being suspended up to ten (10) days and/or recommended for expulsion.
- Any continued chemical-related offenses may result in the Principal recommending expulsion of the student to the Superintendent of the schools.

PROCEDURES FOR GRADES SEVENTH THROUGH TWELVE:

The following procedures will be followed in dealing with the above situations (except selling, supplying, offering to sell, or dealing).

First Offense in a School Year:

- It is recognized that such an offense is a violation of the law so the Principal/Assistant Principal will notify the Juvenile Authorities and appropriate law enforcement agencies to file charges against the student.
- The Principal/Assistant Principal will suspend the student for ten (10) days in compliance with the Student Due Process procedures.
- The Principal/Assistant Principal will notify the parent(s)/guardian(s) in writing.
- The Principal/Assistant Principal will notify the school counselor and building Core-team coordinator.
- The Principal/Assistant Principal will contact the parent(s) /guardian(s) to arrange a conference.
- It is required that the student seek a professional evaluation by a trained Chemical Dependency Counselor or a licensed physician trained in chemical dependency that is mutually agreed upon by both parties within the ten (10) day suspension period. Carlisle Local Schools believes that early intervention in the disease process means less destruction for the student who may be harmfully involved and a greater likelihood of recovery.
- The contacted agency or office will notify the school Core-team coordinator that the client has made contact and is complying with the appropriate treatment process. The treatment process must commence within ten (10) days of the evaluation unless otherwise stated by the agency.
- If the agency notifies the school that the student is not participating in the treatment program (such as missed appointments, chemical use during treatment, not complying with reasonable program rules, etc.), a recommendation by the Principal/Assistant Principal to the Superintendent of Schools that the student be expelled will occur.
- **Second Offense in a School Year**
- It is recognized that such an offense is a violation of the law so the Principal/Assistant Principal will notify the Juvenile Authorities and appropriate law enforcement agencies to file charges against the student.
- The Principal/Assistant Principal will suspend the student for ten (10) days in compliance with the Student Due Process procedures.
- The Principal/Assistant Principal will notify the parent(s)/guardian(s) in writing.
- The Principal/Assistant Principal will notify the school counselor and Core-team coordinator.

- The Principal/Assistant Principal will contact the parent(s)/guardian(s) to arrange a conference.
- The Principal/Assistant Principal will recommend to the Superintendent of School that the student be expelled.
- Second Offense (not within the same school year)
- Repeat procedures in FIRST OFFENSE.
- Third Offense-Cumulative
- It is recognized that such an offense is a violation of the law so the Principal/Assistant Principal will notify the Juvenile Authorities and the appropriate law enforcement agencies to file charges against the student.
- The Principal/Assistant Principal will suspend the student for ten (10) days and recommend to the Superintendent of Schools that the student be expelled in compliance with the Student Due Process procedures.
- The Principal/Assistant Principal will notify the parent(s)/guardian(s) in writing.
- The Principal/Assistant Principal will notify the school counselor and Core-Team coordinator.
- SELLING, SUPPLYING, SHARING, OFFERING TO SELL, SUPPLY, SHARE OR DEALING OF CHEMICALS (DRUGS/ALCOHOL) PROCEDURES FOR KINDERGARTEN THROUGH GRADE TWELVE:
- Supplying, sharing, offering to sell, dealing, or selling of chemicals will result in a ten (10) day suspension. A recommendation by the Principal will be sent to the Superintendent of Schools for an expulsion of the student in compliance with Student Due Process procedures.
- The Principal will notify the parent(s)/guardian(s) in writing. The Principal/Assistant Principal will notify the school counselor, and core-team coordinator.
- The Principal/Assistant Principal will consider the following in making the decision on the length of the expulsion:
 - The age and grade level of the student.
 - Data collected by the school, including the past record of the student.
 - The degree of involvement.
 - The cooperativeness of the student and the family with the school and law enforcement agencies.
 - The family's willingness to seek a professional evaluation and/or counseling from a trained Chemical Dependency Counselor and to follow the recommended treatment program.

PARAPHERNALIA PROCEDURES FOR KINDERGARTEN THROUGH GRADE TWELVE:

A student shall not possess, use, sell, handle, give, store, acquire, conceal, sell, offer to sell, deliver, transmit, buy, or make any instrument used for drug abuse, paraphernalia (includes, but not limited to hypodermic needles, syringes, pipes, roach clips, rolling papers, etc.). Students may be suspended for this offense, with the same procedures to be followed as outlined above in sections IV and V.

STAFF AWARENESS AND PARTICIPATION

Teachers, counselors, and administrators shall become familiar with the Chemical Intervention Policy and Program through in-service presentations which include: a definition of policy, procedure, and terms; an explanation of referral and report back procedures (samples of the

confidential referral forms are attached); and a description of student and parent support groups. Appendix A demonstrates the steps and flow of the referral of and intervention program and the various individuals and procedures involved in the process.

STUDENT AWARENESS

A copy of the Chemical Intervention Policy shall be included in the student handbook at all levels. In addition, administrators and/or teachers shall explain the policy appropriately for the level of the students involved.

EVALUATION AND TREATMENT FEES

A student's parent/legal guardian shall be responsible for any and all fees which are associated with Chemical Intervention with assessment, evaluation, and/or treatment. It is not the responsibility of the Carlisle Board of Education to pay such fees.

Carlisle Local Schools – Acceptable Use Policy for District Technology

Carlisle Local Schools is pleased to offer our students and staff access to computer and internet technology. The benefits of having access to online educational resources far outweigh the potential risks, and helps prepare students for ongoing success. That said, there is a common-sense code of conduct that is expected, and must be adhered to, while utilizing district resources.

The school's information technology resources are provided for instructional purposes, and the following rules of use apply to any and all district owned devices, as well as staff/student devices, when utilizing District resources to access any computer/internet resource.

Users must respect and protect the integrity, availability, and security of all computer resources by:

- Not streaming Music/Video in a non-instructional context. Doing so uses bandwidth that is to be used for instructional purposes.
- Observing all district Internet security filters.
- Reporting security risks or violations to a teacher or administrator.
- Not destroying or damaging data, networks, or other resources that do not belong to them.
- Notifying a staff member or administrator of a computer or network malfunction.

Users must respect and protect the privacy of others by:

- Only accessing resources or networks to which they are authorized.
- Refraining from distributing private information about others or themselves.

Users must respect and protect the intellectual property of others by:

- Following copyright laws (for example: not making illegal copies of music, games, or movies).

Users must respect one another by:

- Maintaining respectful communication.
- Reporting threatening or inappropriate materials to a teacher or administrator.
- Not accessing, transmitting, copying, or creating material that violates the code of conduct.

- Not accessing, transmitting, copying, or creating material that is illegal (such as pornography, stolen materials, or illegal copies of copyrighted works).
- Not using the resources to further other acts that are criminal or violate the school's code of conduct.

Consequences for Violation

Violations of these rules may result in disciplinary action, including the loss of a user's privileges to use the school's information technology resources. Further discipline may be imposed in accordance with the Code of Conduct up to and including suspension, expulsion, or legal action depending on the degree and severity of the violation.

2021-2022 SCHOOL FEES SCHEDULE OF REFUNDS AND WITHDRAWALS

Middle school students attending Carlisle Schools are charged school fees as follows:

GRADES 7-12 STUDENT FEE \$65.00

ATHLETIC FEE \$50.00/PER SPORT

BAND FEE \$35.00

Any student enrolling on January 5, 2022, or later shall pay $\frac{1}{2}$ of the student fee.

Students who withdraw from school are eligible for a full or partial refund of paid student fees, upon request as follows:

WITHDRAWALS ON OR BEFORE

SEPTEMBER 24, 2021 100% REFUND

NOVEMBER 12, 2021 75% REFUND

DECEMBER 17, 2021 50% REFUND

AFTER DECEMBER 17, 2021 0% REFUND

CMS Dates to Remember 2021-2022

8/12-13	Teacher In-service
8/12	7th /8th Open House 6:00--730 p.m.
8/16	1st Day for Students
9/6	No School-- Labor Day
9/30-1 st	8 th Grade MVCTC Trip
10/8	MUSE In-school
10/22	P/T Conferences 3:00-7:30 pm
10/13	<u>End of the 1st Qtr.</u>
11/17-20	8th Grade Washington DC Trip
11/19	P/T Conferences 3:00 -7:30pm
11/22-26	Fall Break
12/9	CMS Choir Performance 7pm
12/16	CMS Band Performance 7pm
12/20 -31	Winter Break
1/7	<u>End of the 2nd Qtr.</u>
1/17	No School--MLK Jr. Day
2/18-20	CMS Drama Performance
2/17	P/T Conferences 3:00-7:30pm
2/18	MUSE 1pm
2/21	No School--Presidents Day
3/ 3	CMS Band Concert 7pm
3/17	Choir Concert 7pm
3/21	<u>End of the 3rd Qtr.</u>
3/28-4/1	Spring Break
5/10	Choir Concert 7pm
5/19	Band Concert 7pm
5/26	<u>Last Day for Students .</u>

**DATES SUBJECT TO CHANGE

BELL SCHEDULES

2021-2022

Regular

Period 1 (46)	7:15-8:01
Period 2 (44)	8:05-8:49
Period 3 (44)	8:53-9:37
Period 4 (44)	9:41-10:25
HS PT/MS Lunch (30)	10:29-10:59
Period 5 (78)	11:03-12:21
MS Primetime(30)	11:03-11:33
MS Period 5 (44)	11:37-12:21
HS Lunch A (30)	11:03-11:33
HS Period 5A (44)	11:03-11:47
HS Lunch B (34)	11:47-12:21
HS Period 5B (44)	11:37-12:21
Period 6 (45)	12:25-1:10
Period 7 (46)	1:14-2:00

Early Release

Period 1 (40)	7:15-7:55
Period 2 (38)	7:59-8:37
Period 3 (38)	8:41-9:19
Period 4 (38)	9:23-10:01
HS PT//JH Lunch (30)	10:05-10:35
Period 5 (71)	10:39-11:51
MS Primetime (30)	10:39-11:09
MS Period 5 (38)	11:13-11:51
HS Lunch A (30)	10:39-11:09
HS Period 5A (38)	10:39-11:17
HS Lunch B (34)	11:17-11:51
HS Period 5B (38)	11:13-11:51
Period 6 (38)	11:55-12:33
Period 7 (38)	12:37-1:15

1 Hour Delay

Period 1 (36)	8:15-8:51
Period 2 (36)	8:55-9:31
Period 3 (36)	9:35-10:11
Period 4 (36)	10:15-10:51
HS Primetime/MS Lunch (30)	10:55-11:25
Period 5 (71)	11:29-12:40
MS Primetime (30)	11:29-11:59
MS Period 5 (37)	12:03-12:40
HS Lunch A (30)	11:29-11:59
HS Period 5A (37)	11:29-12:06
HS Lunch B (34)	12:06-12:40
HS Period 5B (37)	12:03-12:40
Period 6 (36)	12:44-1:20
Period 7 (36)	1:24-2:00

2 Hour Delay

Period 1 (28)	9:15-9:44
Period 2 (27)	9:48-10:16
HS Primetime/ JH Lunch	10:20-10:50
Period 5 (63)	10:54-11:57
JH PT (30)	10:54-11:24
JH Period 5 (30)	11:27-12:57
HS Lunch A (30)	10:54-11:24
HS Period 5A (30)	10:54-11:24
HS Lunch B (30)	11:27-11:57
HS Period 5B (30)	11:27-11:57
Period 3 (26)	12:00-12:26
Period 4 (27)	12:30-12:57
Period 6 (27)	1:01-1:28
Period 7 (28)	1:32-2:00

Junior High Football Fall 2021

9/8/21	5:30 p.m.	Away	Waynesville
9/15/21	5:00 p.m.	Home	Franklin
9/22/21	5:00 p.m.	Home	Brookville
9/29/21	5:30 p.m.	Away	Monroe
10/6/21	5:30 p.m.	Away	Valley View
10/13/21	5:00 p.m.	Home	Eaton
10/20/21	5:00 p.m.	Away	Madison

Junior High Volleyball Fall 2021

8/24/21	10:00 a.m.	Home	Bellbrook
8/26/21	5:00 p.m.	Away	Waynesville
8/31/21	5:00 p.m.	Home	Oakwood
9/2/21	5:00 p.m.	Away	Brookville
9/7/21	5:00 p.m.	Home	Valley View
9/9/21	5:00 p.m.	Home	Franklin
9/11/21	5:00 p.m.	Home	Tri-County North
9/14/21	5:00 p.m.	Away	Eaton
9/16/21	5:00 p.m.	Home	Madison
9/18/21	5:00 p.m.	Away	Twin Valley South
9/21/21	5:00 p.m.	Home	Brookville
9/23/21	5:00 p.m.	Away	Valley View
9/28/21	5:00 p.m.	Home	Eaton
9/30/21	5:30p.m.	Away	Madison
10/5/21	5:00 p.m.	Away	Monroe
10/7/21	5:00 p.m.	Away	Dixie

**Junior High Boys Basketball
Winter 2021-2022**

11/30/21	5:00 p.m.	Home	Bellbrook
12/2/21	5:00 p.m.	Away	Waynesville
12/7/21	5:00 p.m.	Home	Oakwood
12/9/21	5:00 p.m.	Away	Brookville
12/14/21	5:00 p.m.	Home	Valley View
12/16/21	5:00 p.m.	Home	Franklin
1/6/22	5:00 p.m.	Away	Eaton
1/11/22	5:00 p.m.	Home	Madison
1/13/22	5:00 p.m.	Home	Brookville
1/18/22	5:00 p.m.	Home	Valley View
1/20/22	5:00 p.m.	Away	Eaton
1/25/22	5:00 p.m.	Home	Madison
1/27/22	5:00 p.m.	Home	Monroe

**Junior High Girls Basketball
Winter 2021-2022**

11/30/21	5:00 p.m.	Away	Bellbrook
12/2/21	5:00 p.m.	Home	Waynesville
12/7/21	5:00 p.m.	Away	Oakwood
12/9/21	5:00 p.m.	Home	Brookville
12/14/21	5:00 p.m.	Away	Valley View
12/16/21	5:00 p.m.	Away	Franklin
1/6/22	5:00 p.m.	Home	Eaton
1/11/22	5:00 p.m.	Away	Madison
1/13/22	5:00 p.m.	Away	Brookville
1/18/22	5:00 p.m.	Home	Valley View
1/20/22	5:00 p.m.	Away	Eaton
1/25/22	5:00 p.m.	Home	Madison
1/27/22	5:00 p.m.	Home	Monroe

ALL EVENTS ARE SUBJECT TO CHANGE