

# Mohawk Jr. High/High School

## Student Handbook

### “Home of the Warriors”

On behalf of the staff at the Mohawk Local School District (“Mohawk”), we want to welcome you to Mohawk Jr. High/High School. We are proud of who we are: Home of the Warriors! We look forward to working with you and are pleased you are here. We are excited about assisting you in fulfilling your educational goals. We want your school years to be stimulating, challenging, and enjoyable, while full of growth both personally and physically. Mohawk has a tradition of excellence in academics and extracurricular activities. We expect you to be familiar with and follow the rules, regulations, and guidelines that are set forth in this Handbook in order to help make your school a safe and productive learning environment.

We encourage all of you to become actively involved and continue to create a culture of EXCELLENCE. Many doors will open for you, creating endless opportunities during your high school years. Take the initiative, make an impact, stay active, and continue to challenge yourself as a learner. Take advantage of your opportunities because the mark you make now will create memories that will last a lifetime. This is your school, so take pride in yourself, your class, and your community.

You can benefit from everything Mohawk has to offer by being engaged in your classes and the programs offered. If you encounter difficulties, seek out any of our trained professionals and we will do our best to assist you. Our goal is to make your years in school successful and educationally challenging.

This Handbook replaces all prior handbooks and other written material on the same subjects, with the exception of Board Policies and Administrative Guidelines, which this Handbook supplements. Where there is any conflict or inconsistency, the terms found in Board Policies and Administrative Guidelines shall prevail. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Mohawk Board Policies, Administrative Guidelines, and school rules. If any of the Board Policies or Administrative Guidelines referenced herein are revised, the language in the most current Board Policy or Administrative Guideline prevails. Copies of the current Mohawk Board Policies and Administrative Guidelines are available on the Mohawk website.

Sincerely,

Mr. Jeffrey Holbrook  
Superintendent

Mr. Robert Chevalier  
JH/HS Principal

## General Information

School Hours: 8:00 a.m. – 3:00 p.m. (Doors open at 7:45 a.m.)

School Colors: Red/Black/White

Nickname: Warriors

Motto: "Preparing today's students for tomorrow's challenges."

## 2023-2024 School Calendar

| Date            | Occasion                       | Date            | Occasion                       |
|-----------------|--------------------------------|-----------------|--------------------------------|
| August 23       | Class Begins                   | December 19     | End of 2nd Q                   |
| September 4     | Labor Day                      | January 15      | MLK Day                        |
| October 19      | End of 1 <sup>st</sup> Quarter | February 19     | President's Day                |
| Nov. 22 Nov. 27 | Thanksgiving Break             | March 13        | End of 3 <sup>rd</sup> Quarter |
| Dec. 20 -Jan. 1 | Christmas Break                | Mar 28 - Apr. 1 | Spring Break                   |
| January 2       | Classes Resume                 | May 23          | Last Day of Classes            |

## Mohawk Alma Mater

Oh just a thought will make you sigh,  
For you've attended Mohawk High.  
Please look back on what you've done.  
For with your school the battle's won.  
Loyal to her colors three  
With pride in loss or victory,  
From this school we will depart,  
With reverence for her in our hearts.

## Mohawk Fight Song

Here's mighty Mohawk hear them roar,  
Here's mighty Mohawk watch them score,  
We're the team with the steam  
In the red and black and white  
It's our aim in each game to fight and fight and fight.  
We're gonna cheer-cheer-cheer for mighty Mohawk  
Mighty Mohawk will win.  
Mighty Warriors, mighty Warriors, GO, FIGHT, WIN.  
We're gonna cheer-cheer-cheer for mighty Mohawk  
Mighty Mohawk will win.  
Mighty Warriors, mighty Warriors, GO, FIGHT, WIN.

### **Vision Statement**

Our students must take an active role in their own education and will perform at a level that surpasses or is equal to their ability in all areas of achievement. We will promote high expectations for students in all areas: academic, artistic, physical, health, citizenship, and service. In a fiscally responsible manner, we will commit the resources necessary to establish and maintain:

- A respectful, caring and safe environment
- Research-based, student-focused quality instruction
- Information-driven decision making
- A focused and challenging curriculum
- Collaboration focused on improving student learning

### **Assemblies**

During school assemblies, the **student body will be seated with their respective classroom teachers** and be attentive and respectful of the program and its participants.

### **Attendance**

If a student is absent from school, a parent must notify the office to inform the school of their student's absence with a reason. Without this notification, Ohio law requires that the school contact the parents, guardian, or other caregiver to inform them of the student's absence. Students are expected to be present and punctual for classes throughout the school year. To earn perfect attendance a student can have no tardies or absences, excused or unexcused.

Parents/guardians/caregivers of students who will be absent from school are expected to call the school office (419-927-6222 or 419-927-6292) as early as possible, but no later than 8:30 a.m. the morning of the absence. Within 120 minutes after the beginning of the school day, the school designee will make at least one (1) attempt to contact, by phone, the parent, guardian, or other caregiver of any absent student not reported. No later than one day after returning to school, the student is to present a written note from the parent/guardian which specifies dates missed, absence reason and parent/guardian signature, or the absence will be considered unexcused. It is critical that parents track and monitor their student's attendance.

***Absence and Make-up Work:*** If the absence has been excused, the student will receive credit for made up work that was missed. It is the responsibility of the student to see that all work is completed. The period of time allowed for making up work is equal to the period of time the student was absent.

***Appointments:*** An attempt should be made by parents and students to schedule routine appointments during non-academic time to the degree possible. Students who need to leave during the school day for any reason **MUST** first report to the secretary to sign out. Permission from school authorities and the parent/guardian must be secured before the student leaves school. Students who enter/exit the building during the school day without signing in/out with the secretary shall be unexcused for the time missed.

**Excused Absences:** Excused absences include the following:

- Personal illness
- Appointment with a health care provider
- Illness in the family necessitating the presence of the child
- Quarantine of the home
- Death of a relative (limited to three (3) days unless reasonable cause is shown for a longer absence)
- Observations or celebration of a bona fide religious holiday
- Circumstances deemed by the principal/designee to constitute a good and sufficient cause for absence from school
- Medically necessary leave for a pregnant student in accordance with Board Policy 5751

**Pre-Planned Absence:** Students may request a pre-planned absence form which must be returned to the office at least one day in advance of the absence. Permissible reasons for a pre-planned absence include:

- College visitation (limit two (2) per year, counted as excused absence)
- Wyandot Co. Fair (when showing or selling)
- Family vacation (one per year, accompanied by parent/guardian, count as excused absence)
- Job Shadowing (one (1) day per year, counted as excused absence)
- Hunting (one (1) day per year, valid hunting license must be provided to principal in advance of absence)

Students with pre-planned absences must contact the teachers before the absence occurs. Work is due the day you return unless other arrangements have been made in advance. If the pre-planned absence is not approved, the absences will be unexcused.

**School Related Absence (SR):** As part of the educational experience, students may be involved in a learning environment other than the classroom. In coordination with their activity/teacher, it is critical that students plan accordingly for this educational opportunity. Students on a SR absence must contact their teachers before the absence occurs. Work is due the day you return unless other arrangements have been made in advance.

**Student Illness:** Students who become sick or seriously injured during the school day will report to the clinic to have the nurse call home for them. Students are not to be calling home from their cell phones prior to meeting with the nurse. No one is permitted to leave school without permission from the office.

**Tardy to Class:** Teachers will handle classroom tardiness. Upon the third unexcused tardy to class, the student will receive a detention. Each successive unexcused tardy will result in a detention. Students who are excessively tardy to class will be referred to the office.

**Tardy to School:** A tardy is defined as an absence of less than two hours. Students entering school after 8:00 a.m. are tardy and must sign in at the office. Students must have a note signed by the parent/guardian including the date and an acceptable reason for being tardy, as determined by the administrator, in order for it to be excused. Excessive tardies, as determined by the administrator, may result in loss of parking privileges or discipline.

**Truancy/Unexcused Absences:** Any absence from school for an unacceptable reason will be an unexcused absence. A student with an unexcused absence will receive no credit for work missed and disciplinary action may be implemented. Examples of unexcused absences include, but are not limited to the following:

- Truancy or skipping school or classes
- Job interviews or working, including babysitting
- Oversleeping or missing the bus
- Haircuts, fittings, tanning, pictures, or other such appointments
- Suspension or expulsion from school, or emergency removals from class. At least partial credit will be awarded for completing assignments missed due to a suspension within the timeframe established by the teacher. A student's grade may be reduced on account of the student's suspension. However, a student shall not receive a failing grade on a completed assignment solely on account of the student's suspension.
- Absences attributable to the student's engagement in other activities deemed not urgent, or unnecessary or which could be reasonably postponed until after school hours.

**Note:** Truancy and excessive absences are defined by hours, not days.

**Excessive Absences:** a student misses 38 or more hours of school in a single month, or 65 or more hours in one school year, with or without a legitimate excuse.

**Habitual Truancy:** a student is absent from school without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one school month, or 72 or more hours in a school year. In addition to students being in danger of losing credit or being retained in a grade level due to excessive absences, an absence intervention plan will be developed to improve attendance when a student becomes habitually truant. If a student is habitually and the student's parent fails to cause the student's attendance, a complaint will be filed with the Judge of the Juvenile Court in compliance with State law.

#### **Automobile and Power Bike Use**

Driving to school is a privilege that can be revoked at any time. Students who are provided the opportunity to ride school transportation are encouraged to do so. Students and their parents assume

full responsibility and liability for any transportation to and from school not officially provided by the school. For those choosing to drive, parking is available for students on the north side of the school grounds in the student parking lot. The parking permit will cost \$5. The payment for the parking permit will be due by the second Friday in September. After this, the parking permits will cost \$10. Students that receive their license during the school year will be charged \$5 for a parking permit. Students are not permitted to loiter in the parking lot. If driving to school and using the parking lot facilities, students must adhere to the following rules:

- The speed on school grounds shall not exceed 15 mph. Burnouts are not permitted.
- Pedestrians and school vehicles have the right-of-way.
- Students will NOT park or drive in the grass.
- Students will wear seatbelts as required by law.
- Students may not sit in vehicles parked in the lot before, during or after school.
- No student will ride in an automobile with another student unless parents/guardians have signed the auto permit granting permission.
- Registration tag must be visible hanging from the rearview mirror.
- Any inappropriate behavior with the vehicle may result in the loss of driving privileges and/or the implementation of student discipline.
- Students must comply with all traffic laws.

Ohio law provides that a student who is suspended or expelled from school for using or possessing drugs or alcohol may be referred by the school superintendent to the Bureau of Motor Vehicles for revocation of driving privileges. Likewise, the school superintendent will notify the Ohio Bureau of Motor Vehicles and the juvenile court if a student under the age of 18 drops out of school, which results in the student's driver's licensing being denied, suspended or revoked.

### **Book bags**

Book bags are to remain in lockers and are not permitted in classrooms.

### **Building Arrival and Departure**

Students are not to enter the school building prior to 7:45 a.m., unless authorized and supervised by a teacher or advisor for a specific activity. Students must leave school grounds immediately following dismissal, unless participating in a supervised activity. It is the responsibility of each individual using this building to care for it. Vandalism of any kind will not be tolerated.

### **Bus Conduct**

In order to provide for the safe operation of our buses, students are expected to follow all applicable safety rules at all times. This applies to school-owned buses as well as any contracted transportation.

#### *Bus Rules:*

1. When ahead of schedule, the driver shall wait for any pupil until time for the stop. The driver may then proceed.
2. Pupils shall cross the highway in front of the bus.
3. Take your assigned seat right away and remain there throughout the ride.
4. Remain seated, facing forward.
5. Keep arms, hands, and feet to yourself.
6. Keep all body parts inside the bus.

7. Do not throw anything out the bus window.
8. No food or drinks may be consumed on the bus.
9. No smoking.
10. The emergency door is to be used for emergencies only.
11. Talk quietly – no yelling or foul language.
12. All riders will be quiet at railroad crossings.
13. Hold carry-on objects on your lap.
14. Keep the bus clean. Do not litter.
15. Do not write on the bus or damage seats.
16. There will be no fighting.
17. No harassment or bullying other students.
18. All school student handbook code of conduct rules apply to students while waiting for the bus, while riding the bus, and while immediately departing from the bus.
19. Cooperate with the driver. Obey the driver’s instructions.
20. All students who travel by school bus shall not transfer to a private vehicle when traveling to or from school. Anyone traveling to or from school in a private vehicle shall not transfer to a Mohawk school bus.
21. When students arrive by bus, they are to enter the school building immediately and remain in the building until dismissed.
22. Students are not allowed to ride a different school bus from the one to which they are originally assigned. If students have moved or there is a court order impacting the location at which a student needs to be picked-up or dropped-off, the District must be immediately informed, and a new school bus assigned. This limits students to one pick up location and one drop off location at any given time.

### **Conduct Cards**

Riding the bus is a **privilege**, which a student can lose by behaving poorly. Disruptions or repeated misbehavior cannot be permitted as this could endanger those riding the bus. The driver may assign seating or direct students in any reasonable manner to maintain transportation safety. The driver may also assign conduct cards. If a student receives a bus conduct card for disciplinary reasons, the card must be signed by the parent/guardian before the student will be allowed to ride the bus again. The card sequence is as follows:

**Pink card** – This card represents a warning to the student that misbehavior will not be tolerated. The parent must indicate receipt of the card by signing it before riding privileges are restored.

**Blue card** – This is the second warning to the student that misbehavior will not be tolerated. The parent must indicate receipt of the card by signing it before riding privileges are restored. The principal will discuss the behavior with the student and may be phoning the parent depending on the circumstances.

**Red card** – The parent must indicate receipt of the card by signing it before riding privileges are restored. The student may ride the bus the next day with a parent signature on the card. The principal will talk with the student and determine the date(s) when riding privileges will be lost. For serious/gross misconduct the principal may assign loss of bus privilege for up to ten days for the first red card depending on circumstances.

*1st red card* – One to three days

*2nd red card* – Three to five days

*3rd red card* – Five to ten days

*4th red card* – Expulsion from bus privilege

### **Cafeteria**

Students in the cafeteria shall maintain order without pushing, shoving or running. Chairs are not to be moved, with six (6) chairs per table. Throwing of food or other objects and other misbehavior is prohibited. Food shall not be taken from the cafeteria to be eaten in other parts of the building, unless instructed by a teacher or principal. When finished with lunch, the student is to deposit all trash into wastebaskets, return trays, utensils, and dishes to the proper area, and leave tables and the floor in a clean condition. Students shall not leave the cafeteria without permission from a supervising adult.

### **Class Rank**

A system of quality points will be used to determine class rank, including valedictorian and salutatorian honors. Students may refer to the Program of Studies and Career Pathway Guide and Board Policy 5430 for further explanation.

### **Closing/Delay of School**

When school is closed or delayed for inclement weather, it may be announced over local radio stations, the Toledo television stations and their websites, and the Mohawk Local School District website and ~~the~~ App. Parents may sign up for text message alerts through the website.

### **Computers**

The school computers and computer labs are available to students and teachers for instruction and for completion of assignments. All materials produced and developed with the use of Mohawk Local Schools equipment become the property of Mohawk Local Schools. Because of the cost and complexity of the computer equipment, certain rules for computer use and behavior must be followed. Students not following these rules will lose computer use privileges, and may also receive disciplinary consequences. Software use will be limited to those programs legally purchased and provided by the Mohawk Local School District. Other computer software use is prohibited. Individual students may have Internet use accounts. In all cases, the District's Acceptable Use Policy is in effect and the associated agreement must be signed by the student and parent prior to use of any District technology, including but not limited to any District-provided internet access. Failure to abide by the terms of the agreement may lead to termination of computer use privileges, as well as disciplinary action and/or referral to law enforcement authorities. Any use not consistent with the educational goals of the school will not be allowed.

**1:1 Chromebook program:** Each year incoming 7<sup>th</sup> graders and new students in classes that have already been issued them, will receive Chromebooks. They will also be provided with a "Parent and Student Personal Technology Handbook" that outlines their responsibilities and includes a consent form that



must be signed and returned to the school designee as a precondition to use of the Chromebooks.

### **Conduct/Discipline**

While attending classes at Mohawk, you will meet many different teachers and staff members. Each teacher has certain policies and procedures that apply to his/her classroom. Administrators, as well as teachers, secretaries, cafeteria personnel, custodians, and bus drivers have the duty and obligation to discipline or control the conduct of pupils anywhere in the building or on the buses or school grounds. Students are to obey the adults in the area they are in at all times. Failure to do so may result in disciplinary actions. The complete Code of Conduct is printed at the end of this handbook. It is impossible for proper learning to take place without discipline in the classroom. Students are reminded that the best form of discipline is self-discipline. With this understanding, you may form your own attitude and do your part to make Mohawk an effective place for learning and developing behaviors that will make you a better person.

*The following include general school/classroom rules:*

- All assignments will be ready to turn in when due.
- Cheating and plagiarism are not permitted.
- Students must bring supplies to class and be seated on time.
- Students will respect school property and the rights of others.
- Book bags and coats are not permitted in the classrooms.
- All personal portable electronic devices (including cell phones) are prohibited from being used in the classroom unless school personnel give students permission to use them for educational purposes. Any unauthorized use of such equipment may cause them to be confiscated. The school is not responsible for lost or stolen items.
- Flowers, candy, balloons, food/drink, and any other commercial products are not to be delivered to students at school.
- Students are not permitted to write or pass notes to one another at school without permission from their teacher/supervisor.
- Students are not permitted to store items in the hallways without permission from the building principal.

(Staff may have additional rules that apply to students while under their supervision.)

### **Dances and Activities**

Class and activity sponsors will cooperate in the planning and directing of parties, dances, etc. with the Principal. Dates for events should be set on the calendar as soon as possible to avoid conflicts. School dances are intended for entertainment and social interaction for Mohawk students. High school dances are provided primarily for students in grades 9-12. No dates or escorts over the age of 20 will be permitted to attend the prom or other dances. No junior high students are permitted to attend high school dances and high school students are not permitted to attend junior high dances. High school students may bring a guest from another school provided they complete a Dance Guest Form that is available in the office. This form is due no later than one week prior to the dance, or unless approved by the principal due to extenuating circumstances. Guests from other schools are expected to remain with the student sponsoring their presence and they will obey all MHS rules listed in the student handbook and code of conduct. Graduates of MHS, may not attend school dances unless they are signed up as a guest by a current student of MHS. Junior High dances will be attended by MJHS students only.

## Dress Code

School dress shall ensure the health and safety of all students while creating an environment that is conducive to learning for all students.

**Note:** *Exceptions may be made for special activities (e.g., spirit week, pep rallies)*

Examples of unacceptable clothing and ornamentation are as follows:

- Revealing clothing or lack of proper clothing including but not limited to bare midriffs, halters, tube tops, tank tops, fishnet mesh tops, spaghetti straps, low cut tops, spandex type pants, pajama pants, and all types of shorts.
- Legging/Jegging/yoga/stretch type pants/tights are permissible but must be worn with a top that completely covers the rear and continues to do so during the course of normal body movements.
- Any article of clothing or jewelry or tattoos that are discriminatory, gang related, or contain inappropriate language or pictures, or make references in any way to alcohol, drugs, sex, or tobacco (including E-Cigarettes and other Vaping Devices) advertisements or logos.
- The wearing of buttons, insignia, ornamentation or clothing that is intended to mock, ridicule, or otherwise deliberately demean or provoke others because of race, color, religion, national origin, sexual orientation, disability or individual beliefs.
- No hats, bandanas, caps, hoods, coats, or sunglasses may be worn inside the building during the school day.
- Extremely worn, torn, cut or hazardous clothing is not permitted. Pants may not have any holes. This includes frays, tears, patches, rips, etc. Tape, paper, yoga/stretch pants, patches, etc. cannot be used to circumvent this provision.
- Undergarments are not to be showing.
- Shoes must be worn at all times. Cleats, roller blades, and roller skates are prohibited. For safety reasons, classes may also require wearing a closed toe shoe for extra safety precautions such as shop, industrial arts, science, and any time deemed necessary by the staff.
- Tops and shirts must have sleeves and meet the waistbands of pants or skirts when the student is standing. Cold/open shoulder tops are permitted provided underarms remain covered and other provisions of the dress code are not violated.
- Dresses and skirt lengths must be mid-thigh or longer.
- No excessive facial ornamentation/piercings, to the extent that they are a distraction to the learning environment or create a safety hazard are permitted.
- Hair style/color and makeup shall not inhibit staff from being able to identify students or obstruct other students' visual learning.
- Chains, including those used with wallets, spiked jewelry, and other items which may damage the school facility and property or pose a threat to the safety of students and staff shall not be worn by students at any time.
- Pants must be worn around the waist. No sagging pants.

**NOTE:** Violation of Executive Order of laws, or policies, rules, regulations, or directives concerning social distancing, hand washing, wearing of masks, or other health and safety protocols generated by the District in response to the COVID-19 pandemic.

**If there is any question as to the acceptability of appearance and wearing apparel, the school administration will determine whether or not it is appropriate.**

**Dress Code Violation Consequences:**

Students who violate the dress code may be subject to the consequences as listed **below** (discipline history and other extenuating circumstances may dictate penalty adjustments at the discretion of the school administration, up to and including suspension or expulsion):

- First Offense:                 Warning and ISR until the problem is corrected
- Second Offense:             Detention and ISR until the problem is corrected
- Additional Offenses:        At the discretion of the school administration

\*\*All class time missed while correcting a dress code violation is considered unexcused.

**Eighteen-Year-Old Students Living with their Parents**

Students eighteen (18) years of age or older and living with their parents are still under their parents' authority as far as the school is concerned. All notes, early dismissals, and required school forms are to be completed by the parents. Such students will not be permitted to sign themselves in and out of school and all grades and discipline information will be shared with their parents. -

**Extra-Curricular Activity Eligibility**

Extracurricular activities and academics go hand in hand. In order to participate in extracurricular activities, students must meet eligibility requirements as approved by the Mohawk Board of Education and the Ohio High School Athletic Association.

- According to the Ohio High School Athletic Association, in order for students in grades 7-8 to be eligible to participate in sports, they must have passed a minimum of four subjects in which they were enrolled in the immediately preceding grading period. Summer school grades may not be used to substitute for failing grades received in the final grading period of the regular school year. Beginning seventh graders are eligible for the first nine (9) week grading period of the 7th grade. Once a 7th grader enters their 2nd nine (9) week grading period, eligibility is based on the preceding nine (9) week grading period. Students in grades 9 – 12 must have received five credits of passing grades in courses in the immediately preceding grading period. As an incoming 9th grader, a student must have passed a minimum of four subjects, as set forth above.
- **Local eligibility requirements:** In addition to the OHSAA requirements, students must meet the following Mohawk requirements:
  - Full Eligibility: A quarter GPA of 2.0 or higher
  - Provisional Eligibility: A quarter GPA of 1.70-1.99 with study table requirements.
  - Limited Eligibility: Not Passing five (5) credits (4) JH and/or a quarter GPA of 1.69 or less.
- Study Table requirements apply as well as additional restrictions. (See the Student-Athlete Handbook for further details).

Additional rules regarding extra-curricular activity eligibility include the following:

- Summer school grades may not be used to substitute for failing grades from the last grading period of the regular school year.
- Students involved in athletics or an extracurricular activity may miss no more than 90 minutes of the school day in order to participate in an extracurricular activity on that day.
- A student may be declared ineligible by the administration for reasons of discipline.
- Medical clearance and insurance waivers are required prior to participation. Physicals are valid for the school year only.
- All guidelines in the Mohawk Athletic Handbook apply to athletics.
- Athletics and extracurricular activities are a privilege and not a right. Participants are expected to model good behavior and represent the school and community in a positive manner.
- Any student participating in any school athletic program shall carry either the District's student insurance or provide a written statement signed by the student's parent or guardian that the parents or guardian are providing the insurance.

### **Emergency Drills**

Fire, tornado, and school safety/emergency drills are held regularly in accordance with the law. Plans for drills are posted in the classrooms and teachers will provide specific instructions on how to proceed. It is essential when the first signal is given that everyone obeys orders promptly and moves to the assigned areas quickly and quietly.

### **Emergency Removal**

If a pupil's presence poses a continuing danger to persons or property or an ongoing threat of disrupting school or school related activities, the superintendent, principal, or assistant principal may remove a pupil from curricular or extracurricular activities or from the school premises, and a teacher may remove a pupil from curricular or extra-curricular activities under his/her supervision, without hearing and notice requirements.

### **Extra-Curricular Activities**

Extra-curricular activities are made available to students to allow them to pursue additional worthwhile activities such as athletics, drama, clubs, dances and the like. All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements. Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05.

### **Fees and Fines**

School fees are assessed to cover the cost of class dues, technology fees, and parking. Grade cards, credits, overnight trips, and school dances may be withheld to enforce payment of fines and charges prescribed by the school. Class dues for grades 9 – 12 are \$20 annually. These dues pay for such items as class donations and memorials, senior class trip, prom, and other class activities. Technology fees are: K-6, \$10; 7th through 12<sup>th</sup>, \$30.

The parking permit will cost \$5. The payment for the parking permit will be due by the second Friday in

September. After this, the parking permits will cost \$10. Students that receive their license during the school year will be charged \$5 for a parking permit.

### Grade Classification

In order to be classified for a grade level in high school, the following applies:

Sophomore –1 year of attendance

Junior –2 years of attendance

Senior –3 years of attendance

### Grading System

~~Each nine week period a report of the student's progress is issued to the student at midterm (students with a D or F) and at the end of the grading period.~~ Letter grades are used to designate pupil performance in each subject area. Students and parents can access student progress on PowerSchool at any time. Contact the school if you need login information.

Instructors have the option of not accepting unsatisfactory work. The following grade scale is used:

|    |               |    |                 |
|----|---------------|----|-----------------|
| A  | 100 – 93.5%   | C  | 78.49 – 75.5%   |
| A- | 93.49 – 90.5% | C- | 75.49 -72.5%    |
| B+ | 90.49 – 87.5% | D+ | 72.49 – 69.5%   |
| B  | 87.49 – 84.5% | D  | 69.49 – 66.5%   |
| B- | 84.49 – 81.5% | D- | 66.49 – 63.5%   |
| C+ | 81.49 – 78.5% | F  | 63.49 and below |

### Exams

College Credit Plus (“CCP”) exams are based on each college or university semester and will follow the requirements of that college/university.

Quarterly exams may be given at the discretion of the teacher at the end of each quarter. These exams shall not exceed 20% of the quarterly grade.

### Failures 1<sup>st</sup> and 3<sup>rd</sup> quarters:

If students receive a failing grade for the 1<sup>st</sup> and/or 3<sup>rd</sup> quarters, the minimum percentage that will be recorded is 50%. This will give the students an opportunity to pass the semester if they receive at least 77% during the 2<sup>nd</sup> and/or 4<sup>th</sup> quarter.

**Semester Average:** First semester grades are to be the numerical average of the first two quarters. The second semester grades are to be the average of the third and fourth quarters.

**Course Credit:** A student must have a passing grade average of 63.5% or higher in order to receive credit for the semester. *All course credit is granted on a semester basis. In the JH, only those courses designated as a HS course will be granted credit at the HS level.*

**Grade Point Average (GPA):** Grade point averages are based on final course grades and figured on the four-point (4.0) system as follows:

|          |          |          |
|----------|----------|----------|
| A = 4.0  | B- = 2.7 | D+ = 1.3 |
| A- = 3.7 | C+ = 2.3 | D = 1.0  |
| B+ = 3.3 | C = 2.0  | D- = .7  |
| B = 3.0  | C- = 1.7 |          |

**Graduation Requirements**

Twenty-One credits will be required for graduation.

| Required Subject Areas                      | Required Credits                    |
|---|-------------------------------------|
| English Language Arts                       | 4                                   |
| Math  | 4                                   |
| Science                                     | 3                                   |
| Social Studies (includes Gov't & Economics) | 4 (3 starting with Class of 2026)   |
| Health (1 semester)                         | ½                                   |
| Physical Education (2 semesters)            | ½                                   |
| Technology Applications (1 semester)        | ½                                   |
| Fine Arts                                   | 1                                   |
| Electives                                   | 3 ½ (4 starting with Class of 2026) |
| Financial Literacy                          | ½ starting with Class of 2026       |

Flex Credit opportunities will be available as provided by the Mohawk Board of Education policy.

**Physical Education Waiver:**

Students in the Mohawk Local School District in grades 9-12 who successfully complete two seasons of interscholastic athletics, marching band, show choir, or cheerleading may be excused from the high school physical education graduation requirement. The “two full season” requirement may be completed within a single school year and must be completed by the end of a student’s junior year. Once a student has completed BOTH seasons necessary to be exempt from physical education, the student will turn in a completed Physical Education Exemption Form that lists the two sports/band/show choir/cheerleading seasons completed, to the guidance office. Please be aware that this exemption may not transfer should a student transfer to a different school district with different policies. Note: Students do not receive course credit when they turn in the P.E. Exemption Form. They are simply being exempted from the graduation requirement.

Except as otherwise required under Ohio law, in the absence of any formal action by the Board with respect to this subject, graduation requirements ~~for the class of 2022~~ must meet the Board approved minimum credits, AND Ohio’s State Tests.

Ohio’s high school graduation requirements provide more flexibility to choose a graduation pathway that builds on a student’s strengths and passions – one that ensures students are ready for their next steps after high school. As a part of this pathway to graduation, students must show that they have completed all three parts of these requirements.

1. **CREDIT REQUIREMENTS:** Complete Mohawk High School academic credit requirements. Students must earn a minimum of 21 credits and take the required high school end-of-course assessments. These assessments include: English Language Arts II, Algebra I, Geometry, Biology, American History, and American Government.

2. **COMPETENCY:** Students can demonstrate competency by earning a passing score on Ohio’s high school Algebra I and English Language Arts II tests. Students who do not pass the test will be offered additional support and must retake the test at least once. If students have not met the competency score on these tests, there are four additional ways to show competency. Students must have taken Ohio’s state tests twice, with remediation, before using Options 2-5.

| Option 1           | Option 2         | Option 3            | Option 4            | Option 5   |
|--------------------|------------------|---------------------|---------------------|------------|
| Ohio’s State Tests | Career Readiness | College Credit Plus | Military Enlistment | ACT or SAT |

**Option 1.** To demonstrate competency using Ohio’s state tests, students must earn a score of 684 or above on both the Algebra I and English II end-of-course exams.

**Option 2.** To demonstrate competency by Career Readiness, students must demonstrate two career-focused activities, at least one must be a foundational option.

- **Foundational options:**

1. Cumulative score of proficient on Webxams.
2. A 12-point industry credential.
3. An apprenticeship or acceptance into an approved apprenticeship.
4. State-issued license for a practice in a vocation.

- **Supporting options:**

1. Work-Based Learning.
2. Earn the workforce readiness score on the Workkeys. 3. Earn the OhioMeansJobs Readiness Seal

**Option 3.** To demonstrate competency through the College Credit Plus, students must earn credit in a non-remedial math or English course for the subject area not passed.

**Option 4.** To demonstrate competency through Military Enlistment, students must provide evidence of enlistment in a branch of the armed forces to demonstrate competency.

**Option 5.** To demonstrate competency using the ACT or SAT, students must obtain a remediation-free score in the math and/or English subject area on the ACT or SAT. To demonstrate competency in English, a student must be remediation-free in the subjects of English and reading on the ACT or SAT.

3. **READINESS:** Students can meet the readiness requirement by earning two diploma seals. In alignment with their graduation plan, students should be choosing seals that align with their goals and interests. These seals give students the chance to demonstrate academic, technical and professional skills and knowledge that align to their passions, interests and their post-high school pathway.

Of the two seals students are required to earn, at least one of the two must be Ohio-designed. Ohio's 12 diploma seals are:

- OhioMeansJobs Readiness Seal (State-Defined)
- Industry-Recognized Credential Seal (State-Defined)
- College-Ready Seal (State-Defined)
- Military Enlistment Seal (State-Defined)
- Citizenship Seal (State-Defined)
- Science Seal (State-Defined)
- Honors Diploma Seal (State-Defined)
- Seal of Biliteracy (State-Defined)
- Technology Seal (State-Defined)
- Community Service Seal (Locally-Defined)
- Fine and Performing Arts Seal (Locally-Defined)
- Student Engagement Seal (Locally-Defined)

### **College Credit Plus**

Students may participate in CCP but must meet the eligibility requirements established by law and outlined by the college or university that a student wishes to attend and may incur certain fees. These courses have rigor that is at a college academic level. Parents and students must be careful with course selections to ensure student success. Please refer to the Program of Study or the school counseling webpage for more information. Students who do not pass a CCP course shall be liable for the cost of the course including books and fees.



### **Harassment and/or Aggressive Behavior (Including Bullying/Cyberbullying)**

The Board encourages the promotion of positive interpersonal relations between members of the school community. Harassment and/or aggressive behavior (including bullying/cyberbullying) toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse, and any speech or action that creates a hostile, intimidating, or offensive learning environment. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. Individuals engaging in such conduct will be subject to disciplinary action.

Sexual Harassment is:

- (a) Conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in unwelcome sexual conduct;
- (b) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity; or
- (c) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Conduct constituting sexual harassment, may include, but is not limited to:

- A. verbal harassment or abuse;
- B. pressure for sexual activity;
- C. repeated remarks with sexual or demeaning implications;
- D. unwelcome touching;
- E. sexual jokes, posters, cartoons, etc.;
- F. suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades or safety;
- G. a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;
- H. remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.

Conduct constituting harassment on the basis of race, color, national origin, religion, or disability may take different forms, including, but not limited to, the following:

- A.** Verbal: making of offensive written or innuendoes, comments, jokes, insults, **or** threats.
- B.** Nonverbal: placing offensive objects, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures.
- C.** Physical: any intimidating or disparaging action such as hitting, pushing, shoving, hissing, or spitting.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. (See Board Policy 5517.01- for the complete policy and reporting procedures).

### **Honor Roll**

Scholarship and academic excellence are recognized and encouraged through an academic honor roll. The criteria for making honor roll are All A's or All A's & B's for the grading period in all courses taken. Students with an incomplete grade are ineligible for the honor roll.

### **Incompletes**

Students will have two weeks from the end of the marking period in which to make up any incomplete work. If work is not made up, it becomes a credit of zero and is averaged with the rest of the grades for the grading period and that becomes the student's final grade.

### **Lockers**

All students will be assigned a locker for their use. The locker is to be kept clean and neat, and may not be decorated without permission from the office. Students may use only the locker assigned to them. Student lockers remain the property of Mohawk School. Administrators are permitted to conduct a random search of any student's locker and its contents at any time, notice of which has been posted in the locker areas of each building. Anything found in a locker will be considered the property of the student to which the locker was assigned.

### **Student Valuables**

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The School is not liable for any loss or damage to personal valuables.

### **Medications**

Medications will be handled in accordance with the policy of the Board of Education. It is the responsibility of the parents to notify the school in writing of allergies, medical conditions, or physical limitations that may affect the student's health, welfare, or participation in activities. For the administration of medication at school the doctor and parents must complete the proper form. Medications (prescription and non-prescription) will be administered by the school nurse or by another employee who has completed a drug administration training program conducted by a licensed health professional and has been designated by the Board. Medications shall be kept in the school clinic with the exception of emergency medications, such as asthma inhalers or others as stated by law.

***Prescription Drugs*** – Students who need prescription drugs will need to have a signed statement from the doctor on file in the school office. This must specify the student's name, address, the drug name, dosage, and time it is to be administered. Prescription drugs are to be in their original container.

**Non-Prescription Drugs** – Non-prescription (over the counter) drugs will only be administered to students at school if the proper form has been completed and the drug, in the original, unopened container, is supplied to the school.

### **Schedule Changes**

Students may be given an opportunity to make changes in their schedules at an appointed time and place, under the guidance of the principal or counselor. There will be no schedule changes after the first week of school, except as authorized by the principal.

### **Searches**

Administrators may search a student or his/her property (including vehicles, purses, cell phones, knapsacks, gym bags, etc.) with or without the student's consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation of law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the District and students have no reasonable expectation of privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted. Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held or turned over to the police. The school reserves the right not to return items that have been confiscated.

### **Vanguard-Sentinel Career and Technical Center ("Sentinel")**

If Sentinel is open and Mohawk is closed due to inclement weather, transportation is not provided to Sentinel from Mohawk, a student is not required to attend Sentinel. Transportation to Sentinel is provided by Mohawk on fair days, in-service days, and teacher work days. If Mohawk does provide transportation to Sentinel, attendance is required, and an absence without a permitted reason will be unexcused.

### **Study Hall**

If a student does not have a class during a period of the school day, he/she will be assigned to study hall or an academic assist period. Books and other materials needed for these periods shall be brought with the student at the beginning of the period. Each student will be assigned a regular seat and must be in the seat when the period begins. Cell phones are not to be used during these periods and they are not a time for socializing.

### **Surveillance Cameras**

For student safety and welfare, video surveillance cameras are placed throughout the building and school grounds and on buses. Actions recorded on these cameras may be used as evidence in disciplinary action. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the school and possible referral to local law enforcement agencies.

### **Telephone/Cell Phones**

The school telephones are for school business. Except for an emergency, a student will not be called out of class. A message will be taken and delivered between periods. Cell phone usage should be kept to a minimum. It is not permissible to use cell phones in the classrooms, study halls, academic assist, ISR, or other areas that staff deem inappropriate for use. They may be used in the hallways between classes but usage should not make a student late to class (tardy procedures still apply). Cell phones may also be used in the cafeteria during a student's lunch period, but students must remain in the cafeteria to use them. It is not permissible to seek other areas of the building to obtain reception.

### **Textbooks**

Textbooks are furnished by the Board of Education in most cases. They shall be handled carefully and returned in good shape without marks or damage. When the teacher assigns you a book, place your name in ink on the blanks provided. Students will be charged a fee for any damage to a textbook.

### **Visitors**

All persons requesting to visit during the school day must report to the principal's office. It is the discretion of the principal to issue all visitor passes permitting them further access to the building. No persons shall trespass or loiter in the school building or on school grounds. Visiting students will be kept to a minimum, must have prior written permission from the principal, and will only be allowed for educational purposes. If a person wishes to confer with a member of the staff, he/she should call for an appointment prior to coming to the school in order to schedule a mutually convenient meeting time. All school personnel have the right to exclude uninvited or unauthorized persons from school premises in accordance with Ohio Revised Code and the policy of the Mohawk Local School District.

### **Work Permit**

Any student under eighteen years of age wishing to work must have a work permit. These forms can be picked up in the office. The completed certificate must be filed with the employer.

### **Student Code of Conduct**

The following rules have been approved by the Mohawk Board of Education. It is the student's responsibility to read these rules and abide by them. Students who violate these rules will be subject to discipline.

Students who are self-disciplined appreciate an orderly school climate that promotes freedom with responsibility and allows them to pursue educational goals without disruption or interference from irresponsible or immature students. We recognize that the vast majority of our students are mature and responsible in their actions.

The Student Conduct Code is reviewed with all students by a staff member each year at the beginning of school. These rules apply to all students when on school premises, at school sponsored activities, at designated bus stops, and when aboard a school bus or Board-owned vehicle. They may also be applied to students off school grounds under other circumstances outlined in state law. In addition, this Code of Conduct includes: 1) Misconduct by a student that occurs off school district property, but is connected to activities or incidents that have occurred on school district property; and 2) Misconduct by a student that, regardless of where it occurs, is directed at a District official or employee or property of an official or employee.

Sentinel is an extension of our school program; therefore, students who elect to attend Sentinel are subject to disciplinary action based upon the Student Code of Conduct of Mohawk and/or Sentinel. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for disciplinary action by the other school.

The building administrator shall administer the Student Code of Conduct. He/she may use his/her professional judgment in determining the most appropriate disciplinary action to be taken in each individual case.

### **Disciplinary Procedures**

The following disciplinary measures, including a combination of them, may be implemented in response to student misconduct.

1. Conference involving any combination of the following: student, teacher, parent, administrator, counselor, or other school personnel.
2. Temporary removal of student from a specific class or activity.
3. Permanent removal of student from a specific class or activity.
4. Detention after school with one-day notice to parents. Detention Rules:
  - a. Detentions will be held twice a week on days designated by the administration at the beginning of the school year and held from 3:15 p.m.-4:15 p.m.
  - b. If assigned a detention, you will be expected to serve it at the assigned time or the detention will be doubled.
  - c. If a detention needs to be changed due to unforeseen reasons, you may change it one time and only if you have only one detention. If you are changing a detention, you must do this with the principal or designee prior to 2:15 p.m. on the day of the detention.
  - d. If a detention is missed after it has been doubled, you will be referred to the principal for assignment of Saturday School.
  - e. Missing Saturday School will result in doubling Saturday School, ISR or OSS.
  - f. You will bring enough material of an educational nature to keep you busy during the entire detention or the detention will not count and will be reassigned.
  - g. If you feel you have been unfairly treated by being assigned a detention, you must resolve this issue with the person who assigned the detention. This must happen before the assigned time of the detention.
  - h. Students must arrange for transportation from school premises immediately when detention ends.
  - i. If a scheduled detention is missed due to an excused absence or other good cause, the student must attend detention on the next day detention is held. No written notice will be given.
5. Saturday School Procedures:
  - a. Students are to report prepared to study. They are to bring textbooks and school assignments with them.
  - b. Those not prepared to study will not be admitted and will be referred for further discipline. Saturday School begins promptly at 8:00 a.m. and ends at 12:00 noon. In some situations, the administration may also assign students to a 2-hr. session that runs from 8:00 a.m.-10:00 a.m. Late students will not be admitted and will be referred for

further discipline. Students will not be dismissed early for any reason other than a verified emergency.

- c. Talking, sleeping, and eating are not permitted during Saturday School. Students must bring books and materials for study. Students guilty of misconduct will be dismissed from Saturday School and referred for further discipline.
  - d. In cases of illness, a parent must call 419-927-6222 or 419-927-6292 between 7:45 and 8:00 a.m. the morning of the assigned Saturday School.
  - e. Students who fail to attend an assigned Saturday School without an administrative excuse will be subject to further discipline. Students may request an alternative Saturday School date assignment for good cause. This request must be in writing and approved by the administration prior to the assigned date. A student's absence will not be excused after the fact. Working at home or Saturday employment is not an excused absence.
  - f. Transportation to and from Saturday School is the responsibility of the student or their parents.
  - g. Students will be permitted to use the restroom at the discretion of the Saturday School supervisor.
6. In-School Reassignment
  7. Emergency removal
  8. Out-of-School Suspension
    - a. The length of suspension shall be up to the discretion of the administrator, but will not exceed ten (10) days.
    - b. The administrator will give the student intent to suspend notification, and will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
    - c. An attempt will be made to notify parents of suspended students by telephone if a suspension is issued.
    - d. Within one (1) school day of the suspension the Superintendent, principal, or other administrator will notify, by mail, the parents, guardians, or custodians of the student. 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. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within seven (7) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
    - e. Students suspended from school may not participate in, nor attend any school functions.
    - f. Students are allowed to complete work missed while in OSS, for up to 75% credit. It is the responsibility of the student to obtain and turn in the work missed.
  9. Expulsion
    - a. The Superintendent of Mohawk Local School District may expel a student from school.

- b. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
  - c. 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 shall 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.
  - d. 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 of his decision. The notice will include the reasons for the expulsion 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. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
  - e. Students expelled from school may not participate in, nor attend any school functions.
  - f. Students are not permitted to receive academic credit for school work missed because of an expulsion which the student later completes and submits.
  - g. Expulsion may result in the loss of credit for courses being taken at school, at Sentinel, or at any college or university, whether under an Education Option, CCP, or at the student's own expense.
10. Referral to juvenile court and/or law enforcement.
11. School Service: At the discretion of the administration, service opportunities may be offered as an alternative to other forms of discipline.
12. At the discretion of the administration, student privileges may be denied and/or revoked.— Privileges include, but are not limited to: athletics, extra-curricular activities, field trips, dances, etc.

**Prohibited Behavior**

Violation by a student of any one or more of the following rules of conduct may result in disciplinary action(s).

**Category "A" (Illegal Behavior)**

**Alcoholic Beverages or Low Alcohol Beer (LAB):** No student shall come to school or any school event or activity being under the influence or with alcohol or LAB in his/her possession or the smell of alcohol or LAB on his/her breath or clothes regardless of when and where the alcohol or LAB was consumed. No student shall use, possess, have in his/her locker, have easy access to, sell, intend to sell, transport, give away, or conceal any alcoholic beverages or LAB. Low alcohol beer being a brewed or fermented malt product containing either no alcohol or not more than 0.5% of alcohol by volume.

**Arson:** A student shall not burn, or attempt to burn, any building or property owned or leased by the Board of Education, nor shall a student set any unauthorized fires on school property. A student is responsible for restitution of all damages incurred by the school. A student may not be permitted to attend school until full restitution is made to the treasurer of the school district.

**Assault:** A student shall not act or behave in such a way as to cause or attempt to cause physical injury to other students, visitors, or staff members of the school district, nor shall any student encourage another person to commit the offense of assault.

**Dangerous Weapons/Objects:** A student shall not use, handle, have on his/her person, have any access to, transmit, or conceal any object which might be considered a dangerous weapon or instrument of violence, including counterfeit or look-alike weapons. Any dangerous weapons or objects found in a student's vehicle, on school property, at school sponsored or related activities, are deemed to be in the possession of the student. Examples of such weapons/objects include, but are not limited to knives, chains, clubs, chemicals, and firearms. Students are also required to report knowledge of dangerous weapons or threats of violence to the Principal.

**Drug Paraphernalia:** No student shall use, possess, have in his/her locker or vehicle or have easy access to, sell, intend to sell, transport, give away, or conceal any paraphernalia that is commonly associated with drugs. Such articles shall include, but not be limited to, pipes, articles adapted to be used as pipes, rolling papers, "roach" clips, etc. This includes the possession, use, transmission, or concealment of VAPES or VAPE products and look alike products.

**False Alarms:** A student shall not initiate an alarm for fire, an impending bomb explosion, or other catastrophe without just cause and without notifying the building administrator of his/her actions.

**Mood-Altering Chemical or Substance:** Any and all mood-altering chemicals, drug medications, and drug-like substances must be prescribed by the student's physician and be authorized by the school administrator before the substance is permitted for personal use or possession by a student at school. A student shall not use, have on his/her person or in his/her possession, have in his/her locker or vehicle or have easy access to, be under the influence of, sell, intend to sell, transport, give away, or conceal any unauthorized mood-altering chemicals or substance. Those substances included as mood-altering chemicals include, but are not limited to, the following: stimulants such as diet medication, caffeine pills, amphetamines, cocaine, etc.; depressants such as LSD, marijuana, hemp and hemp products, etc.; or inhalants such as thinners, solvents, aerosols, and glue. Also included in this category are look-alike, counterfeit, or "bootleg" substances that are represented as any of the above-stated substances when in fact they are not.

**Possession and/or use of explosives and/or fireworks and/or other such instruments:** Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion with substantially instantaneous release of gas and heat (including, but not limited to explosives and chemical-reaction objects such as smoke bombs and poppers). Additionally, possessing or offering for sale any substance, combination of substances or article prepared to produce a visible and/or audible effect by combustion, explosion, deflagration or detonation.



**Threats and Intimidation:** A student shall not threaten with physical violence or coerce by any means any student, teacher, school employee, board member, or visitor. A student shall not urge another student or person to threaten with physical violence or coerce by any means any student, teacher, or other school employee, board member, or visitor. Intimidation shall include, but is not limited to threats used to extort money or any other item of value from another student or person.

**Unauthorized Entry/Burglary:** Entering a building or a specific area of a building without consent and with intent to commit a crime, or entering without consent and committing a crime.

### **Category "B" (Illegal Behavior)**

**Destruction, Damage, Defacement, or Vandalism of Property:** A student shall not cause or attempt to cause damage to school property, private property of employees or volunteers or other students on school premises or at a school activity off school grounds. A student is responsible for all restitution when damage occurs. A student may not be permitted to return to school until full restitution is made to the treasurer of the school district for damage to school property or to the private party involved.

**Extortion:** A student shall not gain any money or thing of value from any person unless both parties enter into the agreement freely and without the presence of an implied or expressed threat. No student will repeatedly ask other students for money for lunch or any items sold in the cafeteria.

**Hazing:** A student(s) shall not perform any act, or coerce another, including the victim, to perform any act of initiation into any class, team, or organization, that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption or risk by an individual subjected to hazing shall not lessen the prohibitions contained in this rule. Students who engage in hazing may also be liable for civil and criminal penalties.

**Indecency:** A student in violation of the public indecency section of the Ohio Revised Code on school grounds, at school activities, or at other times under school authority will be subject to school discipline and will be reported to local law enforcement authorities.

**Theft, or Knowingly Receiving or Possessing Stolen Property:** A student shall not take or knowingly acquire or possess the property of others without the consent of the owner. Students caught stealing will be disciplined and may be reported to law enforcement officials.

**Tobacco/Nicotine:** Possession, consumption, distribution, purchase or attempt to purchase, and/or use any tobacco products including, but not limited to, cigarettes and smokeless tobacco/nicotine, e-cigarettes/ vaping/JUUL products and alternative tobacco/nicotine products in school, on school grounds, on school buses, and at any interscholastic competition, extra-curricular event, or other school-sponsored event is a violation of school rules. This provision shall include tobacco imitation products such as mint chew, clove cigarettes, and flavored VAPE products. Paraphernalia, cartridges, fluids, packaging, etc. of tobacco and VAPE products may be judged by the administration as evidence of violation of this policy.

**Tuancy:** Ohio's compulsory school attendance law states: "A child between six (6) and eighteen (18) years of age is of compulsory school age. The parent of a child of compulsory school age shall cause such a child to attend school for the full time school is in session." No parent or guardian having legal care of a child of compulsory school age shall violate school compulsory attendance.

No student shall be truant from school. A student shall be considered truant when absent from school without permission of his/her parents and school officials. Students who arrive late to school more than 30 minutes after the starting time and who do not have an excused reason for being tardy may be considered truant from school.

### **Category "C" (Inappropriate Behavior)**

**Bullying/Harassment:** A student shall not harass another student. This includes, but is not limited to, verbal and/or physical harassment, intimidation or threatening, discriminatory or racial comments, or other verbal or physical actions.

#### **Definition**

"Harassment or bullying" is any intentional gesture or written, verbal, graphic, or physical act that a student has exhibited toward another particular student and the behavior both causes mental or physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. Such behavior is considered harassment or bullying whether it takes place on or off school property, at any school-sponsored function, or in a school vehicle. In addition, harassment/bullying is not limited to where the bullying takes place but also includes where it is communicated and the place where the effect of the bullying materializes. This also includes Cyber-bullying. The aforementioned behavior perpetrated with computers, cellular phones, internet websites, or any other electronic device.

**Careless or Reckless Driving:** Driving on school property in an unsafe manner. Also, not parking in the student parking spaces and/or within the parking lines.

**Disrespect:** A student shall not intimidate, insult, verbally abuse, or abuse in writing, any student, employee of the Board of Education, or visitor to the school. Students may also be subject to disciplinary action or misconduct directed at a district employee regardless of where it occurs.

**Disruption:** Disruption of school or any behavior which tends to be disruptive or interferes with the learning of other students or with the operation of the school shall be deemed disruption. This includes, but is not limited to, by use of violence, force, coercion, threat, harassment, noise, or disorderly conduct and/or by using the same to incite others toward acts of disruption. This also includes in class, hallways, cafeteria, on the bus, on school grounds, and at any school-related activity.

**Inappropriate Use of Technology:** Students shall not use personal or school technology in any way that may be offensive, vulgar, or in any other way deemed inappropriate by school staff and violates other provisions of the student code of conduct. This also includes violation of policies governing internet and cell phone usage.

**Insubordination and/or Disobedience:** Students are expected to comply with the reasonable directions of staff. Willful refusal or failure to follow or comply with an appropriate direction given by a staff member, or acting in defiance of staff members constitutes insubordination.

**Possession of Pornography:** A student shall not possess, transmit or share sexually explicit material. This includes by way of school and/or personal electronic devices.

**Profane, Indecent or Vulgar Language:** A student shall not use vulgar acts, gestures, indecent, obscene or profane language (verbal or written) directed toward school personnel, other students, or objects. This also includes pictures and publications. Swearing at any time in school, on the bus, or at school activities is prohibited.

**Repeated Violations of School Rules:** A student shall not repeatedly violate the school rules listed in the sections of the Student Conduct Code, nor shall he/she repeatedly violate classroom rules or accepted standards of school behavior.

**Unauthorized Bodily Contact:** The act of physically touching or hitting, or making physical threats to a student or employee of the school system or any other person while on school property (including buses) or while attending a school-sponsored event/activity.

Level I: Pushing, shoving, in the grasp

Level II: Students have physical altercation, but end altercation on their own.

Level III: Physical altercation had to be ended by bystanders/school personnel or an act of assault was involved.

\*Upon investigation, self-defense will be taken into consideration.

**Violation of Terms of Suspension, Expulsion, or Other Forms of Discipline:** Failing to comply with the terms of assigned discipline.

### **Category "D" (Inappropriate Behavior)**

**Class Cutting:** A student shall not cut any class, study hall, library, homeroom, field trip, etc. for which he/she has been scheduled. Students must report to their assigned class/area on time each period unless prior arrangements have been made with that teacher. Students may not leave the classroom without permission of the teacher.

**Forgery/False Statements:** A student shall not falsify school forms, school records, correspondence, examination papers, or other school data not herein listed, nor shall he/she make false statements, accusations, or testimony to school personnel or about other students or staff.

**Leaving School Grounds Without Authorization:** A student is considered to be on school grounds and under the direction of school authorities upon boarding the school bus and upon driving or entering on school grounds. Students are not permitted to leave the school grounds until the end of the school day unless they have an early dismissal approved by office personnel or designee. Students are to remain within specific boundaries of their school building and grounds as specified for use. Any leaving of

school, school grounds, or a school activity without the required permission shall be considered a violation of the rule.

**Limited Access Entry:** When school is closed, students are not to enter the school building unless (1) they are participating in a school activity and under the supervision of staff, (2) they are observers at a school sponsored event, (3) they have authorization from the office staff. At such times, students are to remain in assigned areas and not enter into other sections of the building.

**Loitering, littering, or causing a disturbance on public or private property:** adjacent to, across from, or in close proximity to a school site, while either coming to and from school or school activities, or during the school day, or during school activities.

### **Category "E" (Inappropriate Behavior)**

**Aiding and Abetting:** A student shall in no way aid or abet another student in violating the Student conduct code, including inciting and/or encouraging others in actions which violate the code.

**Cafeteria:** Misbehavior in the cafeteria including, but not limited to, cutting in line, throwing food, leaving trash on table or floor.

**Cheating:** Students shall not cheat. Cheating shall include, but not be limited to, plagiarism, copying homework, using cheat sheets, and obtaining answers from another student on a test or quiz. Students will not receive credit for dishonest work.

**Dress Code:** Students shall not violate policies pertaining to dress and appearance.

**Gambling:** for money or valuables on school property (including buses) or at any school sponsored activity.

**Homework:** Students are expected and required to do all homework assigned. Students repeatedly not completing their assignments are subject to discipline or other penalties.

**Immunization:** Violations of state student mandates regarding required immunizations.

**Unacceptable Behavior:** This includes behaviors deemed by the staff to be unacceptable in accordance with the student handbook and/or acceptable school practice. Inappropriate display of affection (embracing, kissing, etc.) is also covered here.

### **Category "F" (Lockers, School Bus)**

**Bus:** All rules listed in the Student Conduct code and their consequences apply to students when aboard a school bus and at designated bus stops. The school bus driver, like the classroom teacher, is an employee of the Board of Education and has the right and responsibility to enforce the Student Conduct code and to report to the principal all violations of these rules. While riding the school bus, reasonable conversation is permissible. Students are to remain seated and in assigned seats at all times. Students

who violate the Student Conduct Code while riding the school bus or at a designated bus stop are subject to the penalty assigned for the violation as outlined in the Student Conduct Code. In addition, a student is subject to losing his/her bus riding privileges.–

**Lockers:** Students are advised that school desks, lockers, and storage areas are the property of the Mohawk Local School District and are subject to inspection and search by authorized school personnel. Student are responsible for any and all contents found in their desks, lockers, or storage areas and may be held liable for any violations of school rules that occur without written permission of the administration.

## **Drug Testing Policy**

### **5530.01 - DRUG TESTING**

The Mohawk Local Board of Education Drug Testing Policy was developed because of a concern that alcohol and illicit drugs may be negatively impacting the Mohawk Local High School/Junior High Students. The Mohawk Local Board of Education desires to implement a policy which will attempt to provide this district with a safe and healthful student program. This policy reflects the Mohawk Local Board of Education and the community's strong commitment to establish a truly drug and alcohol-free school program. This policy applies to all athletes, drivers, and students who participate in extracurricular activities from grades 7-12. Students who are not a part of this tested group may participate in the drug testing through an opt-in program.

### **PHILOSOPHY**

The policies established by the Mohawk Local Board of Education are based on the following beliefs:

- A.** We believe that there is no such thing as responsible use of controlled substances/mood altering chemicals, alcohol or tobacco by any high school/junior high student. Adolescent use is not only against the law-it jeopardizes the student's health and safety, and it inhibits attainment of the individual's potential. Therefore, any use of controlled substances/mood altering drugs, build altering chemicals, alcohol or tobacco by student athletes, drivers, and students who participate in extracurricular activities will not be tolerated.
- B.** We believe that participation in athletics, parking at school, and participation in extracurricular activities is a privilege, not a right, students who are active in athletics and extracurriculars are in a highly visible setting of leadership and/or competition/performance. Drivers are responsible for not only their lives but all of those whom they encounter on the road to and from school. Therefore, these students will be held to a higher accountability of conduct and behavior that the student who chooses neither to participate nor represent Mohawk Local Schools.
- C.** We believe that the parent/guardian(s) of a student athlete have a right to be informed. Therefore, the parent/guardian/custodian(s) will be contacted by school staff regarding findings.
- D.** We believe that violating the drug policy in a school or community setting reflects poorly on the individual, family, team/organization and school. Therefore, violations of this nature will carry penalties in regard to competition/contests/performances.

E. We believe that coaches, trainers, guidance counselors and administration are Interrelated. Therefore, these departments must share information in an effort to promote a lifestyle among students that is drug, alcohol, and tobacco free. Professional judgment will be used regarding the sharing of confidential information with school staff; however, we believe that when all resources are called upon for assistance, more help can be provided to the student.

#### PURPOSE

A. To provide a healthy and safe environment to student athletes, drivers and students who participate in extracurricular activities.

B. To discourage or provide a deterrence for student athletes, drivers, and students who participate in extracurricular activities from using drugs and alcohol.

C. To provide students with the opportunity to become leaders in the student body for a drug free school.

D. To provide solutions for the student athletes, drivers, or students who participate in extracurricular activities who use drugs and/or alcohol.

E. To provide the school with positive guidelines and disciplinary policies for violations of the drug free policy.

F. To encourage those students who participate in student privileges (athletics, extracurricular programming, and student parking) to remain drug free and alcohol free.

The program does not affect the current policies, practices, or rights of the District regarding student drug and/or alcohol possession or use, where reasonable suspicion is established by means other than drug testing through this policy.

Students involved in student privileges need to be exemplary in the eyes of the community and other students. The drug testing and education policy is designed to create a safe, drug free environment for students and assist them in getting help when needed.

Although students risk the loss of continued participation in those privileges, no student shall be suspended or expelled from school as a result of any certified "positive" test conducted by his/her school under this program.

No student will be penalized academically for testing positive for banned substances. The results of drug tests will not be documented in any student's academic record.

Any student in grades seven (7) through twelve (12) and his/her parent(s) or legal guardian(s) must first sign a drug testing registration/consent form in order to be eligible to participate in interscholastic athletics, receive parking permit, and/or participate in an extracurricular activity.

#### **ENFORCEMENT OF DRUG TESTING POLICY**

The Student Handbook/Athletic Code of Conduct and Drug Testing Policy is enforced 24/7 and 365 days.

#### **DEFINITIONS**

- A.** Student Athlete or participant - Any person participating in Mohawk Local student privileges (athletics, extracurricular programming, and student parking) and/or contests under the control and jurisdiction of the Mohawk Local Schools and/or the Ohio High School Athletic Association. The term athlete includes manager, trainer, statistician, mat-maid, cheerleader, dance team, marching band, etc.
- B.** Extracurricular Activity - Activities performed by students that fall outside the realm of the normal curriculum of school.
- C.** Student Drivers - Students who elect to secure a parking permit from Mohawk Local Schools.
- D.** Athletic Season - In-season start dates will begin as published by the Ohio High School Athletic Association or sanctioning organization and continue until the completion of awards program for that sport for the Mohawk Local Schools. There are three (3) athletic seasons: Fall, Winter, and Spring.
- E.** Random Selection - A system of selecting athletes for drug and alcohol testing in which each athlete shall have a fair and equitable chance of being selected each time selections are required.
- F.** Illegal/Illicit Drugs - Any substance included in USC 802(6), in which an individual may not sell, offer to sell, possess, give, exchange, use, distribute or purchase under State or Federal Law. This definition also includes all prescription drugs obtained without authorization and all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the student's own prescription or by the manufacturer (for over-the-counter drugs).
- G.** Alcohol - Any intoxicating liquor, alcohol, wine, beer, mixed beverage, or malt liquor/beverage, as defined in the Ohio R.C. Section 4301.01. The term "alcoholic beverage" includes any liquid or substance, which contains alcohol in any proportion or percentage. The term "alcoholic beverage" does not include a substance used for medical purposes in accordance with directions for use provided in a prescription or by the manufacturer, in accordance with school district policy and rules related to the use of prescription and non-prescription drugs, providing the substance is (a) authorized by a medical prescription from a licensed physician and kept in the original container, which container shall state the student's name and directions for use or {b} an over-the-counter medicine.
- H.** Assessment - A screening program operated by a certified chemical dependency counselor or at an agency certified by the Ohio Department of Alcohol and Drug Addiction Services, or a licensed physician trained in chemical dependency.
- I.** Possession - Having a substance in your control or ownership. This can include being in a vehicle or in your immediate control whether or not you are the owner, driver or passenger.
- J.** Trafficking - Sell, offer to sell, distribute, possess with intent to distribute, cultivate, manufacture or otherwise engage in any part of the production of a controlled substance.
- K.** Controlled Substance - Means a drug, compound, mixture, preparation or substance included in Schedule I, II, III, IV, or V established pursuant to Ohio revised code.
- L.** Mood-Altering Chemicals - Includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol and any common substances such as "white out", glue, gasoline,

aerosols, cleaning solutions, etc., used for its mood-altering effect. Prescription drugs are included in this, unless authorized by a medical prescription from a licensed physician and kept in the original container, which shall state the student's name and directions for proper use.

**M.** Paraphernalia - Instruments such as pipes, roach clips, syringes, hypodermic needles, cocaine spoons or kits and any other items normally or actually used for the packaging, conveyance, dispensation or use of drugs will not be permitted on any school property or vehicle and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of a controlled substance.

**N.** Tobacco - All types of tobacco products, including smokeless.

### **Counterfeit Substances**

- 1.** Any drug that bears or whose container or label bears a trademark, trade name or another identify mark used without authorization of the owner or rights to such trademark, trade name or identifying mark;
- 2.** Any unmarked or unlabeled substance that is represented to be a controlled substance/mood-altering chemical, manufactured, possessed, packed or distributed by a person other than the person that manufactured, processed, packed or distributed it;
- 3.** Any substance that is represented to be a controlled substance/mood-altering chemical, but is not a controlled substance/mood-altering chemical or is a different controlled substance/mood altering chemical;
- 4.** Any substance other than a controlled substance/mood-altering chemical that a reasonable person would believe to be a controlled substance/mood-altering chemical because of its similarity in shape, size and color or its markings, labeling, packaging, distribution or the price for which it is sold or offered for sale.

**P.** Under the Influence - Inconsistent and incoherent behavior and/or aroma of alcohol, drugs, or tobacco.

### **TYPES OF TESTING**

#### **A. TEAM/EXTRACURRICULAR PARTICIPANTS TESTING**

All students/athletes may have to submit to urine drug testing throughout the year. The collection process will take place on school property or at the Board of Education approved testing facility.

In the event that the student/athlete is absent from testing (without a pre-approved absence), the student/athlete will submit to urine drug and alcohol testing at the Board of Education approved testing agent within five calendar days of the scheduled testing. Failure to do so will result in the student/athlete not being permitted to participate in athletic and/or extracurricular activities. If the student missed testing due to a pre-approved absence, they must get tested within two days upon returning at a Board of Education approved testing agent. The Athletic Director and or Principal is responsible for ensuring that all students/athletes and their parents/guardians properly sign the INFORMED CONSENT AGREEMENT prior to the testing. Any student moving into the district may be tested prior to the time s/he joins a sport.

#### **B. RANDOM TESTING**

Random testing shall be done throughout the year. Any student who participates in student privileges may be



randomly tested more than once per season or per year. Once a student has designated intended participation in a sport, extracurricular activity, or parking (signed Athletic Code of Conduct on the first day of seventh grade year or on the first day of fall sports of their 7th grade year per OHSAA guidelines, signed parking permit application, signed participant in activity), they are subject to random testing throughout the school year, regardless of how many sports or activities they participate in during the year. Students are subject to random testing until the last day that they are a Mohawk Local student (graduation or end of season if we are in tournaments after graduation). In the event of a positive result, the athlete may have the original sample re- tested within twenty-four (24) hours at his/her own expense.

**1. Random selection of student/athletes:**

Random selection will be conducted by the drug testing company and utilize a system that ensures that students are selected in a random fashion. This system may include computer generated random numbers or names or by pulling numbers from a pool of numbers equal to the number of eligible student athletes.

**2. Scheduling of random testing:**

Random testing will be unannounced. The day and date will be selected by the Administrations. Random testing may be done weekly.

**C. REASONABLE SUSPICION TESTING**

School officials will have the right to have students who use student privileges tested for the use of illicit or banned substances when there is "reasonable suspicion" surrounding the particular student athlete. This reasonable suspicion will be left solely to the judgment of the school official (coach, athletic director, advisor, and principal).

**REFUSAL TO TEST**

Any student refusing to submit a urine sample during a pre-season, random, or reasonable suspicion test will be equivalent to a 1st, 2nd, or 3rd offense violation of the Drug Policy (this is dependent upon any previous violations).

**DRUGS FOR WHICH ATHLETES MAY BE TESTED**

Marijuana, LSD, Alcohol, Amphetamines, Barbiturates, Nicotine (Tobacco), Benzodiazepines, Methadone, Anabolic Steroids, Methaqualone, Opiates, Cocaine, Propyphenazone (Darvon), or any substance included in U.S.C. 802 (6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer.

**TESTING FACILITY**

Testing will be done by the authorized drug testing agency under contract only so long as this is the company the school selects.

**COLLECTION PROCESS (Urine Screens)**

The student will be notified to report to the collection site at the school. A specimen from the student will be collected as follows and all students must follow this process:

- A.** All students must have a picture ID or be identified by the designated school administrators.
- B.** Drug testing area must be secured during the testing.
- C.** Only lab technicians, designated school administrators and students will be witness to the test.
- D.** Privacy must be kept for all students.
- E.** The Athletic Director, Advisor and/or the Principal is responsible for ensuring that all of the forms are completed and signed by both parent/guardian/custodian and student. No student is to enter the collection site until forms, money and proper ID are completed.
- F.** When students arrive and cannot give a sample, they will need to start drinking water or juice. After thirty-six (36) oz. the human body will need to urinate.
- G.** No bags, backpacks, purses, cups, containers or drinks will be allowed to enter the collection area. All coats, vests, jackets, sweaters, hats, scarves or baggy clothing must be removed before entering the collection site. Only pants and t-shirts or dresses may be worn in the collection area. Any infringement of the rules will result in taking the test over.
- H.** Dresses may be worn in the collection area. Any infringement of the rules will result in the student taking the test over.
- I.** Students processed by the lab technician who cannot produce a sample will be kept in a secured area to wait until they can test. If they leave this area they will not be allowed to test. They are not to have contact with anyone until after the sample is given.
- J.** Students will be asked to hold out their hands and a sanitizer will be put on their hand or will wash hands with water. The bathroom personnel will add a dye to the toilet.
- K.** Students will be asked to urinate directly into the collection cup given to them by the lab personnel. The lab technician will stand outside the stall and listen for normal sounds of urination.
- L.** Any and all adulterations of the specimen will be detected and considered the same as a test refusal or 1st time infraction. (The lab checks every sample for adulteration, such as additives you drink or add to urine to change the sample.) We will treat adulterations and diluted samples as first-time offenses. They are not called positives but have the same consequences. A retest will be required within twenty-four (24) hours.
- M.** Any suspicion of tampering with the sample will be brought to the tester's attention. The sample will be screened or sent to the lab for immediate confirmation of tampering.
- N.** The sample must be taken in one attempt and be at least thirty (30) ml in size. The student must hand the cup to the lab technician.

**O.** Students are not to flush the toilets or urinals. In the event that a student flushes the toilet s/he will be required to give a new sample immediately or the sample will be invalid.

**P.** With student watching, the lab technician will recap the sample and hand it to the student who must then return it to the intake technician. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be taken. If the student leaves the collection area or has contact with anyone, the sample will be invalid and the student will have to give another sample.

**Q.** This collection procedure is subject to change because of procedural requirements by the testing agency. The School Board reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.

When using rapid screens, all non-negative screens will be sent out with a chain of custody to a certified laboratory for confirmation. A Certified Medical Review Officer will verify the positive test.

Any student that tests positive will have to be tested for the next five (5) random tests at school with drug counseling at the expense of the student and or parent. All testing will be done by the designated drug testing company approved by the board of education.

#### **RESULTS OF A POSITIVE TEST**

Any student who tests positive will receive consequences issued to them for all privileges in which they participate. For example, an athlete who drives to school would lose athletic privileges as well as parking privileges. The steps necessary to rejoin an activity will count for both privileges. For example, only one counseling program is necessary for two (2) privileges.

#### **CONSEQUENCES FOR VIOLATION OF DRUG POLICY FOR STUDENTS/ATHLETES POSSESSION OF ALCOHOL, ILLEGAL/ILLICIT DRUGS, CONTROLLED SUBSTANCES, MOOD ALTERING CHEMICALS, TOBACCO, COUNTERFEIT SUBSTANCES, PARAPHERNALIA, OR POSITIVE TEST RESULT**

Any positive urine drug test results will be made known to the building administrator, who in turn will notify the parents/guardians/custodians and students.

Students (Includes any member of a club or extracurricular activity)/Athletes will be disciplined pursuant to the Mohawk Local Schools Student Handbook and/or Athletic Code of Conduct. As an additional disciplinary consequence, the student/athlete may be required, at the parent/guardian/custodian's expense, to submit to weekly or random testing if reinstated.

#### **FIRST OFFENSE**

**A.** The student/athlete will be denied participation for 20% of all games/performances played in that sport season/extracurricular activity/clubs or upcoming sport season/extracurricular activity/clubs, as determined by the Athletic Director/Administrator. If there are not enough games/activities remaining to cover the penalty, it will carry over to the next sport season/extracurricular activity in which he/she participates.

**B.** The student/athlete must participate in all practices during their denial of participation. They must attend all contests and sit with the team/club, athletes may not participate in warm-up activities or wear the team uniform.

**C.** The student/athlete must make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for chemical dependency assessment and follow the recommendations of the program. The parent/guardian is responsible for all expenses and for providing Mohawk Local Schools with documentation that the student completed all recommendations of the program. This must be done before the student/athlete may return to athletics/performances.

**D.** There will be no credit for games/performances given for attending counseling. Games/performances missed due to ineligibility and/or injury time and/or scrimmages will not count towards fulfilling the denial of participation.

**E.** The student/athlete must also test negative in a drug/alcohol screen test before they may return to the team/extracurricular/club or start another activity. This test will be at the student/athletes own expense.

In cases where the suspension results in a fraction, the number will be rounded up to the nearest whole number. If additional contests remain on the number of games suspended, the percentage of games missed in the current season, including tournaments, will be calculated. The remaining percentage of the original suspension will be used to calculate how many additional contests will be missed in the next sports season of participation, even if this season goes into the next school year.

**SECOND OFFENSE** - (a second offense occurs any time in a participant's career after a first violation)

**A.** The student/athlete will be denied participation from all competitions for a period of ninety (90) team/extracurricular/club contact days. This will not include Sundays or days when a sport/extracurricular/club is not in season.

**B.** This ninety (90) day denial of participation will carry over into the next season/activity in which the student/athlete desires to participate.

**C.** The student must make an appointment with a certified chemical dependency counselor and follow recommendations for another program. The parent/guardian is responsible for all expenses and for providing Mohawk Local Schools with documentation that the student completed all program recommendations. This must be done before the student/athlete may return to athletics/performances.

**D.** The student/athlete must also test negative in a drug/alcohol screen test before they may return to the team or start another sport. This test will be at the student's/athlete's own expense.

**THIRD OFFENSE** - (a third offense occurs any time in a participant's career after a second violation)

The participant shall be denied participation privileges in the athletic program/extracurricular activity/clubs for the remainder of his/her career at Mohawk Local Schools.

### **Subsequent Offenses**

If a Student/Athlete has a second offense within a calendar year of the first offense they will be denied participation for a calendar year from the date that the penalty is first imposed.

## **Self-Referral Policy**

If an student/athlete seeks assistance for dealing with a drug or alcohol problem by self-referral to a coach/director/supervisor/administrator and agrees to participate in a rehabilitation program (at their own cost) approved by the school administration and agrees to follow the program recommendations, there shall be twenty percent (20%) denial of participation and the self-referral will be considered as a first violation. A student/athlete may give a once a year self-referral, which may be done only twice in six (6) years and may not be done on a day of random screening.

## **CONSEQUENCES FOR VIOLATIONS OF DRUG POLICY FOR STUDENT DRIVERS POSSESSION OF ALCOHOL, ILLEGAL/ILLICIT DRUGS, CONTROLLED SUBSTANCES, MOOD ALTERING CHEMICALS, TOBACCO, COUNTERFEIT SUBSTANCES, PARAPHERNALIA, OR POSITIVE TEST RESULT**

### **FIRST OFFENSE**

- A. The participant shall be denied parking permit privileges for Two (2) Weeks.
- B. The student must make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for chemical dependency assessment and follow the recommendations of the program. The parent/guardian is responsible for all expenses and for providing Mohawk Local Schools with documentation that the student completed all recommendations of the program. This must be done before the driver can reinstate driving privileges.

### **SECOND OFFENSE** - (a second offense occurs any time in a participant's career after a first violation)

- A. The student will be denied participation from parking permit privileges for a period of ninety (90) days. This will not include weekends.
- B. The student must make an appointment with a certified chemical dependency counselor and follow recommendations for another program. The parent/guardian is responsible for all expenses and for providing Mohawk Local Schools with documentation that the student completed all program recommendations. This must be done before the driver can reinstate driving privileges.
- C. The student must also test negative in a drug/alcohol screen test before driving privileges are reinstated. This test will be at the students own expense.

### **THIRD OFFENSE** (a third offense occurs any time in a participant's career after a second violation)

The participant shall be denied parking privileges for the remainder of his/her career at Mohawk Local High School.

## **Self-Referral Policy**

If a driver seeks assistance for dealing with a drug or alcohol problem by self-referral to an administrator and agrees to participate in a rehabilitation program (at their own cost) approved by the school administration and agrees to follow the program recommendations, there shall be Two (2) weeks denial of parking privileges and the self-referral will be considered as a first violation. A driver may give a self-referral once.

## **ADDITIONAL OFFENSES**

Permanent denial of participation in athletics, extracurricular activities, and/or parking privileges at Mohawk Local Schools.

### **AIDING OR ABETTING**

Students who in any way aid or abet another student will be disciplined as if he/she were the principal offender.

**A.** School disciplinary action will be taken in addition to information collected related to trafficking will be reported to appropriate law enforcement authorities.

**B.** Dismissal from all athletics, extracurricular activities, and/or parking privileges for the remainder of the school year.

**C.** A letter shall be mailed to the parent/guardian(s) and a copy placed in the student/athlete's file that alerts the student of the violation, and informs the student of the consequences of further violations.