

# **Student Handbook 2023-2024**



**400 Glamorgan Street  
Alliance, Ohio 44601  
(330) 829-2245**

<http://www.alliancecityschools.org/>

## **Administrators**

**Kristy Woodford - Principal  
Jennifer Herdman - Assistant Principal  
Will Krager - Assistant Principal  
Shaun Fontaine - Assistant Principal  
Tim Goodman - Athletic Director**

## **Guidance Counselors**

**Victoria Popio (A-F grades 10-12)  
Allison Morrison (G-O grades 10-12)  
Amber Patti (P-Z grades 10-12)  
Tyler Triner (All 9th grade)**

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# ALLIANCE HIGH SCHOOL

## ALMA MATER

*On the rolling verdant terrace,  
With the trees close by,  
Stands our noble Alma Mater,  
Dear Alliance High.  
Lift your voices, laud and praise her,  
For there are but few  
That are like our Alma Mater,  
Hail the Red and Blue.  
Far above all other schools,  
Stands Alliance High,  
She will never be forgotten,  
As the years go by.  
Lift your voices, laud and praise her,  
For there are but few  
That are like our Alma Mater, Hail the Red and Blue.*

## School Colors

Columbia Blue and Red

## School Mascot

Aviators

## School Logo



## Welcome

Alliance Students and Parents:

On behalf of the faculty, staff, and administration, welcome back to Alliance High School! Again, the 2023-2024 school year will continue to bring many new opportunities for further growth for all of our students. It is always important to remember to take advantage of those opportunities that maximize what you can learn.

The purpose of this handbook is to inform students and parents of the high expectations we have for our students at Alliance High. It is important that both students and parents review this handbook **as new areas have been updated and changed**. If there are any questions regarding policies and procedures, please do not hesitate to ask a teacher or an administrator for further assistance. Effective learning can only take place when everyone is aware of the policies and procedures that guide our academic mission and vision.

Again, welcome back to Alliance High School and I know that your year will be a most successful and enjoyable one. At Alliance High School, we always Rep That A!

Sincerely,

*Kristy M. Woodford*

Kristy Woodford,  
Principal

## Important Contact Numbers

Attendance:	330-821-0101
Guidance:	330-829-2250
Main Office:	330-829-2245
Athletics:	330-821-3972
Guidance Office Hours:	7:00 a.m. - 3:30 p.m.
Main Office Hours:	6:30 a.m. - 3:00 p.m.

## School Website

Alliance City Schools has an excellent web page. Please feel free to contact teachers and administrators at: <http://www.alliancecityschools.org>

## **ALLIANCE CITY SCHOOLS VISION**

All Aviators will graduate prepared for life, college and careers.

## **ALLIANCE CITY SCHOOLS MISSION**

Our mission is for all students to reach their fullest potential and become productive citizens through teachers who establish high expectations; a safe, positive and engaging learning environment; and content that supports critical thinking, collaboration, communication and creativity.

## **AVIATOR PROFILE**

- Communicators-Ask thoughtful questions, listen well and are able to clearly and concisely express their thoughts and ideas.
- Collaborators-Are able to compromise and work with people of all personality types and backgrounds to reach a common goal.
- Critical Thinkers-Have the ability to analyze and assess complex problems or situations and produce logical conclusions and solutions.
- Creative Innovators-Use imaginative and unique ideas to develop more efficient and effective methods of problem solving.
- Caring Citizens-Have selfless attitudes and strive to build stronger communities through civic pride, volunteerism, and community involvement.
- Courageous Risk Takers-Are not afraid to take chances in order to accomplish something greater or facilitate change, whether it involves their career, finances, personal life or society.



# Alliance High School Bell Schedules

2023/2024						
AHS BELL SCHEDULES						
Students can enter cafeteria at 7:10 a.m.						
Students can enter the lobby at 7:35 a.m.						
DAILY SCHEDULE				Academic Coaching Schedule		
PERIOD	TIME	LENGTH		PERIOD	TIME	LENGTH
TBT	7:00-7:43	43 Min.		TBT	7:00-7:43	43 Min.
Entrance	7:43			Entrance	7:43	
Warning	7:46			Warning	7:46	
1	7:48-8:32	44 Min.		1	7:48-8:26	38 Min.
2	8:35-9:18	43 Min.		2	8:29-9:07	38 Min.
3	9:21-10:04	43 Min.		3	9:10-9:48	38 Min.
4	10:07-10:50	43 Min.		Academic Coaching	9:51-10:31	40 Min.
5 (Lunch A)	10:53-11:23	30 Min.		4	10:34-11:12	38 Min.
6	11:26-11:36	10 Min.		5 (Lunch A)	11:15-11:45	30 Min.
7 (Lunch B)	11:39-12:09	30 Min.		6	11:48-11:53	5 Min.
8	12:12-12:22	10 Min.		7 (Lunch B)	11:56-12:26	30 Min.
9 (Lunch C)	12:25-12:55	30 Min.		8	12:29-12:34	5 Min.
10	12:59-1:42	43 Min.		9 (Lunch C)	12:37-1:07	30 Min.
11	1:46-2:30	44 Min.		10	1:10-1:48	38 Min.
				11	1:51-2:30	39 Min.
Early Release Schedule				Delayed Start Schedule		
PERIOD	TIME	LENGTH		PERIOD	TIME	LENGTH
TBT	7:00-7:43	43 Min.		TBT	9:00-9:43	43 Min.
Entrance	7:43			Entrance	9:43	
Warning	7:46			Warning	9:46	
1	7:48-8:17	29 Min.		1	9:48-10:17	29 Min.
2	8:20-8:49	29 Min.		2	10:20-10:49	29 Min.
3	8:52-9:21	29 Min.		3	10:52-11:21	29 Min.
4	9:24-9:53	29 Min.		4	11:24-11:53	29 Min.
5 (Lunch A)	9:56-10:26	30 Min.		5 (Lunch A)	11:56-12:26	30 Min.
6	10:26-10:26	0 Min.		6	12:26-12:26	0 Min.
7 (Lunch B)	10:28-10:58	30 Min.		7 (Lunch B)	12:28-12:58	30 Min.
8	10:58-10:58	0 Min.		8	12:58-12:58	0 Min.
9 (Lunch C)	11:00-11:30	30 Min.		9 (Lunch C)	1:00-1:30	30 Min.
10	11:33-12:00	27 Min.		10	1:33-2:00	27 Min.
11	12:03-12:30	27 Min.		11	2:03-2:30	27 Min.

## **LOCKERS**

Lockers remain the property of the school and are assigned to students for their convenience. Lockers will be searched, without the necessity of student consent, during the school year. Random locker searches will be carried out during the school year. Students may be disciplined for any item that is found in their locker that is prohibited by the student Code of Conduct.

Keep your combination confidential! If you tell your friend, don't be surprised if other people can get into your locker also. Sharing of lockers is not permissible.

Students are responsible for the appearance of and any items found in their locker.

Physical education students will be assigned a locker in the locker room. Students are responsible for providing their own locks for these. AHS will not be responsible for items missing or damaged while in these lockers. Valuables should be given to the teacher for safekeeping.

The administration will not investigate stolen items that are not allowed to be in school or that have not been secured (this includes locker rooms).

## **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. Alliance City Schools is not liable for any loss or damage to personal valuables.

## **PARKING LOT/PARKING PASSES**

All students should use the front parking lot. Students should not park in yellow lined spaces, which are designated for the Alliance Career Center. Each student who wishes to park in the lot must purchase a parking permit. Parking permits can be purchased in the Main Office for \$20.00. Those students who do not purchase or display their permit will be referred to the office. Students must also follow the following guidelines\*:

- No speeds over 15 m.p.h.
- No reckless driving
- No excessive noise
- Cars must be parked inside designated parking spaces
- Seatbelt(s) to be worn while driving.
- Student drivers under 17 years of age will refrain from transporting more than one non family member, unless supervised by a student or Guardian.
- No texting while driving.

\*Non-compliance may result in losing parking privileges and/or a vehicle being towed.

## **DRESS CODE**

Students and staff are expected to dress in a manner that is appropriate to the school environment and does not cause disruption to the academic process. Research has shown a correlation between appearance and behavior, especially in the school setting. Cleanliness and appropriateness are the two (2) most important aspects of personal appearance. While the standard of cleanliness is rather obvious, the standard of appropriateness raises some questions. What is appropriate for a formal occasion would not be worn at a picnic. Thus, appropriateness is relative to what the activity is and the activity's purpose. In the District the activity is education and our purpose is learning.

In order to minimize misunderstanding in terms of what is appropriate for the District the following regulations will define appropriate standards for dress while at school or school sponsored activities:

1. No shorts or mini skirts that end above mid-thigh.
2. No inappropriate tattered clothing or inappropriate holes as deemed by an administrator. If there are holes above fingertip length, clothing must be worn underneath.
3. No shirts or blouses that expose the midriff (they must be able to be Tucked in).
4. No Spaghetti straps, tube tops, cut off shirts, mesh tops, muscle shirts, half shirts, excessively low cut shirts
5. Hats, coats, hoods, visors, blankets and sunglasses are not to be carried to or worn in class.
6. No dress that promotes hate, violence, profanity, vulgar or negative messages, anything advertising or related to alcohol, tobacco, and drugs or anything sexually explicit.
7. No transparent garments, open mesh garments, or garments with large Open sides may be worn without an under liner.
8. Shoes or sandals must be worn and must not present a safety hazard. No slippers.
9. No biking pants, spandex, or tights worn as pants.
10. Hair must be clean, worn out of the eyes, and groomed at all times; free of grooming tools such as picks, rollers, combs, and other such articles.
11. Lower garments are to be worn at waist level; if a belt is worn, it must be of proper length; undergarments are not to be exposed or worn as outerwear.
12. No "dog collars," spiked bracelets or chains that could be dangerous to persons or destructive to school property. Also, no animal tails are to be worn in the school.
13. Students are permitted to carry backpacks during the school day. While in the classroom, they must be stored in a manner that does not inhibit movement in the classroom or present a safety hazard.
14. No gang or cult-related items of any kind.
15. Body piercings, which present a safety concern or a distraction to the



educational processes, as deemed by the building administrator, are not permitted.

Student violations of the dress code can result in removal from class (until the violation can be resolved) and additional disciplinary action. Parents will be contacted to bring appropriate clothing for their student to change attire.

## **PROTECTIVE FACIAL COVERINGS DURING PANDEMIC/EPIDEMIC EVENTS**

During times of elevated communicable disease community spread (pandemic or epidemic), the Superintendent will issue periodic guidance through Board of Education plans/resolution(s) in alignment with public health officials and/or in accordance with government edicts and including any Pandemic Plan developed by the District's Pandemic Response Team.

School settings can be a source of community spread. Wearing face masks/coverings is especially important during these times and can help mitigate the risk of exposure from person to person.

As such, during times of elevated communicable disease community spread, the Superintendent may activate this policy by notifying the school community, requiring all school staff, volunteers, and visitors (including vendors) to wear appropriate face masks/coverings on school grounds unless it is unsafe to do so or where doing so would significantly interfere with the District's educational or operational processes.

Face masks/shields will be provided by the District to employees. Alternatively, employees may elect to wear their own face coverings if they meet the requirements of this policy as well as any requirements issued by State or local health departments.

In addition, the Board may require that students shall wear a face mask unless they are unable to do so for a health or developmental reason. Efforts will be made to reduce any social stigma for a student who, for medical or developmental reasons, cannot and should not wear a mask.

If face masks/coverings are required, and no exception is applicable, students shall be subject to disciplinary action in accordance with the Student Code of Conduct/Student Discipline Code, and in accordance with policies of the Board and/or may be reassigned by the Superintendent to an online/virtual learning

environment if the Superintendent determines that reassignment is necessary to protect the health and safety of the student or others.

During times of elevated communicable disease community spread as determined by the Board in consultation with health professionals, all students are required to wear masks while being transported on District school buses or other modes of school transportation or while waiting for a school bus outdoors and unable to maintain a distance of six (6) feet or more from individuals who are not members of their household.

### **Use of Mask/Face Covering**

Face coverings/masks should:

- A. fully cover the mouth, nose, and chin;
- B. fit snugly against the side of the face so there are no gaps;
- C. not create difficulty breathing while worn; and
- D. be held securely through either a tie, elastic, etc. to prevent slipping.

Facial masks/coverings generally should not include surgical masks or respirators unless medically indicated (as those should be reserved for healthcare workers) or masks designed to be worn for costume purposes.

All employee facial masks/coverings shall meet the requirements of the appropriate dress/staff grooming policies (Policy 3216/4216). All student facial masks/coverings shall meet the requirements of the appropriate Student Code of Conduct/Student Discipline Code and Policy 5511 Dress and Grooming.

Any person may be required to temporarily remove a face mask or covering when instructed to do so for identification or security purposes. Failure to comply with such a request violates this policy and may lead to disciplinary or other action.

Exceptions to the use of masks/face coverings include when:

- A. facial masks/coverings in the school setting are prohibited by law or regulation;

- B. facial masks/coverings are in violation of documented industry standards;
- C. facial masks/coverings are not advisable for health reasons;
- D. facial masks/coverings are in violation of the school's documented safety policies;
- E. facial masks/coverings are not required when the individual works alone in an assigned work area;
- F. there is a functional (practical) reason for a staff member or volunteer not to wear a facial mask/covering in the workplace;
- G. settings where masks might present a safety hazard (i.e. science labs);
- H. individuals who have difficulty wearing a face covering;
- I. the individual is communicating with students who are hearing impaired or otherwise disabled, where an accommodation is appropriate or necessary;
- J. the individual is actively participating in outdoor recess and/or physical activity where students are able to maintain a distance of six (6) feet or more or athletic practice, scrimmage, or competition that is permitted under a separate Department of Health order;
- K. the individual is seated and actively consuming food or beverage;
- L. students and staff can maintain distancing of at least six (6) feet and removal of the facial covering is necessary for instructional purposes, including instruction in foreign language, English language for non-native speakers, and other subjects where wearing a facial covering would prohibit participation in normal classroom activities, such as playing an instrument;
- M. students are able to maintain a distance of six (6) feet or more and a mask break is deemed necessary by the educator supervising the educational setting;
- N. an established sincerely held religious requirement exists that does not permit a facial covering.

## Use of Face Shields

Face shields that wrap around the face and extend below the chin may be permitted as an alternative to face masks/coverings with permission of the Superintendent as the Board recognizes that face shields may be useful in some situations, including:

- A. when interacting with students, such as those with disabilities, where communication could be impacted;
- B. when interacting with English-language learners or when teaching a foreign language;
- C. settings where masks might present a safety hazard (i.e. science labs);  
or
- D. for individuals who have difficulty wearing a face covering.

## ELECTRONIC DEVICES

Use of certain electronic devices is permitted in Alliance High School as described below. Electronic devices are classified as personal or school-issued. Permissibility of each type of electronic device is described as follows:

### **Personal Electronic Devices:**

For purposes of this policy, "personal electronic devices" (PEDs) includes computers, tablets, smart watches, electronic readers (e.g., Kindle-like devices), **cell phones**, smartphones, and/or other web enabled devices not provided by the school. Student learning and engagement is a top priority at AHS. PEDs, namely smart phones, have become an unnecessary distraction to our students. AHS policy states that PEDs are not permitted to be used throughout the academic school day. This includes:

- during classes and in study halls
- in restrooms

Beginning at 7:48am through 2:30 pm, students are to keep their PEDs in their lockers or on their person. The only times students are allowed to be on their PEDs are:

- in the cafeteria during their scheduled lunch period
  - in the main lobby or in the Learning Commons during their study hall period only
  - during hallway transitions
1. All PEDs may be used prior to the first bell to report to class. All PEDs shall be turned off and secured out of sight prior to entering the first period classroom.
  2. PEDs are not to be used during classroom periods.
  3. Student texting and messaging from PEDs may be done in the cafeteria during each student's scheduled lunch period and in the main lobby or in the Learning Commons during student's study hall period.
  4. All electronic devices may be used during students' lunch periods. All electronic devices may be used in the main lobby or in the Learning Commons during study hall period.
  5. All PEDs may be used any time after the last period dismissal bell.
  6. Students are not permitted to use their PEDs to record video or take pictures during school hours.
  7. Use of PEDs for any voice communication (i.e. video chat, phone calls) is not permitted during school hours.
  8. Students may use earbuds and headphones only in the cafeteria during their scheduled lunch period and in the main lobby or in the Learning Commons during their study hall period. When listening to video or audio during the specified times, students must use earbuds and headphones at a volume level that others can't hear. Any music from electronic devices must be listened to through earbuds or headphones. Earbuds and headphones should be secured out of sight prior to exiting the cafeteria, lobby, or the Learning Commons.
  9. The possession or use of laser pointers is prohibited at any time while on school property.

Possession and/or use, other than described above, may result in the confiscation of the device in its entirety, disciplinary action, and parent retrieval of the item at the sole discretion of the administration. The use of PEDs for illicit or harassing purposes is a serious violation of school rules and state laws and may be handled accordingly. Alliance High School does not assume any responsibility for any PEDs, at any time, brought onto school property, permitted or otherwise, that become lost, confiscated, damaged or stolen.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

### **School-Issued Electronic Devices**

Alliance City Schools is committed to making your child's educational experience the best it can be. We recognize that our world is rapidly changing and that technology is present in virtually every part of our lives. We also recognize that technology can increase a student's ability to learn and perform well in school. We have worked hard to provide every student in grades 9-12 with his/her own iPad to use at Alliance High School during the 2023-2024 school year.

1. Texting and messaging from school-issued electronic devices may be done in the cafeteria during a student's scheduled lunch period and in the main lobby or in the Learning Commons during their study hall period.
2. Students are only permitted to use school-issued electronic devices to record video or take pictures during the school day with teacher permission. Students are not permitted to record video or take pictures at any other time during the school day.
3. Use of school-issued electronic devices for any voice communication (i.e. video chat, phone calls) is not permitted during the school day.
4. Students are not permitted to download apps that have been banned by the school administration. The administration has discretion to ban any app that is deemed inappropriate.
5. Students can only use earbuds and headphones in the cafeteria during their scheduled lunch period and in the main lobby or in the Learning Commons during their study hall period. When listening to video or audio during specified times, students must use earbuds and headphones at a volume level that others can't hear. Any music from electronic devices must be listened to through earbuds or headphones during the designated times in which students are allowed to use their school-issued electronic device. Earbuds and headphones should be secured out of sight prior to exiting the cafeteria, lobby, or the Learning Commons.
6. All school-issued devices are to remain in the cases provided by the school.

The use of School-Issued Electronic Devices for illicit or harassing purposes is a serious violation of school rules and state laws and may be handled accordingly.

### **Consequences for inappropriate use of electronic devices**

Violation of the appropriate use of electronic devices, as described above, (1) may result in detentions, Twilight School, Student Improvement Lab, Out of School Suspension, or any other discipline deemed appropriate by the administration; and (2) student may be required to turn the device over to school personnel and the student and/or parent may pick up the device from the Main Office at the end of the school day.

### **Internet Connection**

A wireless internet connection will be provided by the Alliance City Schools for students to connect their devices to the Internet. Students must have a completed Acceptable Use Policy signed and on file at Alliance High School.

***Alliance City Schools will not be responsible for any lost or stolen personal electronic devices.***

## **STUDENT FEES, FINES, AND CHARGES**

The Board may charge fees for any additional materials used in the course of instruction. The Board may furnish these additional materials free of charge to students determined to have a serious financial need.

The Board will not charge a fee to a student who is eligible for a free lunch under the National School Lunch Act and the Child Nutrition Act of 1966 for any materials needed to enable the student to participate in a course of instruction. However, the Board may nonetheless charge a fee for materials needed for a student to participate in extracurricular activities or student enrichment programs or tools, equipment, and materials that are necessary for workforce-readiness career-technical education training programs that may be retained by the students after completion of the course.

A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Money received from resale of such material shall be returned to the Treasurer with an accurate accounting of all transactions.

For convenience to families, the Board of Education may enter into an agreement with one (1) or more credit card/online payment processing vendors to facilitate online payment of fees, fines, and charges. Parents/guardians or students may elect but are not required to make payments online. Vendors will comply with all Board policies and procedures related to confidentiality and security of information transmitted electronically. Payees will be notified of any processing or other nominal fees that may be charged for use of an online payment system before the transaction is completed.

## **ATHLETIC ELIGIBILITY**

In order to be eligible for sports, all athletes must pass 5 one-credit courses or the equivalent in the preceding grading period. In addition to the eligibility requirements established by the Ohio High School Athletic Association, to be eligible for any interscholastic extracurricular activity, a student must have maintained at least a 1.5 grade-point average in the grading period preceding that in which s/he wishes to participate. It is recommended that all student athletes be enrolled in at least 7 one-credit classes.

## **PROGRAM OF INTERSCHOLASTIC ATHLETICS 2023-24**

### **FALL:**

Boys and Girls Cross Country

Cheer

Football

Boys/Girls Golf

Boys/Girls Soccer

Girls Tennis

Girls Volleyball

### **WINTER:**

Boys/Girls Basketball

Boys/Girls Bowling

Cheer

Boys/Girls Swimming

Wrestling

### **SPRING:**

Baseball

Boys Tennis

Boys/Girls Track

Softball

## **EXTRA-CURRICULAR AND CO-CURRICULAR ELIGIBILITY**

All students involved in athletics, band, choir, or orchestra must receive a passing grade in both semesters of their math class during the current school year. Any student failing a semester(s) of math is required to attend and obtain credit through the summer credit recovery program to remain eligible for these activities during the following school year.

## **GRADUATION COURSE REQUIREMENTS**

### **Minimum Course Requirements For Graduation**

The Minimum Standards for Ohio Schools, issued by the Superintendent of Public Instruction for the State of Ohio requires that credits in the following areas be earned for graduation:



<b>Subject</b>	<b>Class Credits Required</b>
English	4 units of credit
Social Studies (Must include U.S. History, American Government)	3 units of credit
Science (Must include one unit of physical sciences, one unit of life sciences, and one unit of advanced study)	3 units of credit
Mathematics (Must include 1 unit of Algebra II or the equivalent of Algebra II)	4 units of credit
Health and Physical Education (Students who participate in interscholastic athletics, band or cheerleading for two full seasons are exempt from the physical education requirement)	1 unit of credit
Electives: (Must include: 1 unit or 2 (1/2) units of Business/Tech., Fine Arts or Foreign Language)	6 units of credit
<b>Total Credits Needed For Graduation</b>	<b>21 units of credit</b>

## **Graduation Requirements**

**Before you know it, you'll be receiving your high school diploma.**

### **First, cover the basics**

You must earn a minimum total of 21 credits in specified subjects and take your required tests. Then, decide how you will round out your diploma requirements.

### **Second, show competency**

Earn a passing score on Ohio's high school Algebra I and English II tests. Students who do not pass the test will be offered additional support and must retake the test at least once. **Is testing not your strength?** After you have taken your tests, there are three additional ways to show competency!

Option 1

#### **Demonstrate Two Career-Focused Activities:**

##### **Foundational**

- Proficient scores on WebXams
- A 12-point industry credential
- A pre-apprenticeship or acceptance into an approved apprenticeship program

##### **Supporting**

- Work-based learning
- Earn the required score on WorkKeys
- Earn the OhioMeansJobs Readiness Seal

\*At least one of the two must be a Foundational skill

### Option 2

#### **Enlist in the Military**

Show evidence that you have signed a contract to enter a branch of the U.S. armed services upon graduation.

### Option 3

#### **Complete College Coursework**

Earn credit for one college-level math and/ or college-level English course through Ohio's free College Credit Plus program.

#### **Third, show readiness**

Earn two of the following diploma seals, choosing those that line up with your goals and interests. These seals give you the chance to demonstrate academic, technical and professional skills and knowledge that align to your passions, interests and planned next steps after high school.

#### **At least one of the two must be Ohio-designed:**

OhioMeansJobs Readiness Seal  
Industry-Recognized Credential Seal  
College-Ready Seal  
Military Enlistment Seal  
Citizenship Seal  
Fine and Performing Arts Seal

Science Seal  
Honors Diploma Seal  
Seal of Biliteracy  
Technology Seal  
Community Service Seal  
Student Engagement Seal

### **How many subjects per year?**

Please read course descriptions carefully before deciding which subjects you wish to select for each school year. Schedule changes are made only after serious consideration by parents, teachers, counselors, and the student. All freshmen must be scheduled for a minimum of 6 periods of classes. Exceptions are subject to freshmen counselor approval.

All regular students in grades 10-12 are expected to register for at least six periods per semester. Students authorized to attend part-time may be exempted. All programs, including those under the Career and Technical Education Department, normally include the equivalent of seven periods per semester. It is the responsibility of all students to meet with their counselor to discuss their academic progress at least twice each year.

## **GRADE LEVEL RECOMMENDATIONS**

It is recommended that students earn a minimal number of credits each year to stay on track toward graduation. The minimal number of credits a student should earn each year by grade level are as follows:

Sophomore - minimum of 5 credits earned  
Junior - minimum of 10 credits earned  
Senior - minimum of 15 credits earned

## SCHEDULE CHANGES

The development of a student schedule is one of the most important events which take place during the school year. The student schedule is the product of input from counselors, teachers, parents, and the student. The decisions which go into the selection of courses must be responsible ones. Classes are arranged and schedules set up on the basis of class choices made in the spring. Students are strongly encouraged to carefully select their courses because fall schedule changes are disruptive and will be very limited.

### *Schedule Changes*

Changes in a student's schedule will only be considered for the following reasons:

- Change into a career/technical program
- Master schedule conflict between classes chosen in the spring
- Two or more study halls or no study halls
- Lacking a course needed to graduate
- Changes due to summer-school enrollment
- Conflicts with post-secondary enrollment
- Change a study hall to an office aide
- Obvious error in schedule

\*All other requests outside these parameters must be submitted to and approved by an administrator.\*

Changes in a student's high school schedule will *not* be considered for the following reasons:

- To change the student's lunch
- To have classes with friends
- Student or parent desire for another instructor
- Student requested the course but no longer desires it

Students must keep a minimum of 7 credits (freshman, sophomore, and junior) or 5 credits (senior).

### *Class Drop Policy:*

In the case of extenuating circumstances, a procedure for requesting a drop may be implemented after classes have begun. The administration may approve a class drop without penalty during the **first 10 days** of class of either semester. At the start of the **11<sup>th</sup>** day of coursework, an approved class drop will result in a Withdrawn Fail (WF) grade for the semester. A "WF" will affect your GPA. A drop after the 11th day will affect GPA and social-probation status.

*Class Add Policy:*

Within the **first 6 days of each semester** of school, a student may add a course in place of a study hall with approval of the teacher and guidance/administration, as long as space is available. Class additions at semester break are limited.

*College Credit Plus Add and Drop Policy:*

Deadlines for adding and dropping a face-to-face CCP course will be the same as the policy of the institution (University of Mount Union, Stark State, and Kent State) awarding the credit. **A student who drops a face-to-face CCP course will remain in the course as a non-CCP student for the remainder of the semester.**

## Alliance High School Honors Contract

Student Name: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Any advanced placement, honors, and selected CCP courses taken at Alliance High School (see reverse) require a signed contract by the student, parent/guardian and the school. Courses included are on the back side of this document.

### Expectations:

1. I understand these classes are designed to prepare me for success in college and careers.
2. I understand the commitment of time and dedication I will make by selecting advanced courses for next school year. I should expect nightly and weekend homework in these classes. This work will include outside reading, research, project development, essays, and reflective writing.
3. I understand I may be required to complete summer work for one or more of these classes. If I do not complete summer assignments, I am aware this will have a negative impact on my grades. I also understand that by not doing the summer assignment, I will not be dropped from the course.
4. I understand if I drop a face-to-face CCP course, I will remain in the course as a non-CCP student for the remainder of the semester. I understand that I can only drop AP or honors courses at the semester, and only if approved by an administrator.
5. I understand that all AP students are required to take the AP test or complete the AP portfolio.
6. I understand that I must be mindful of the total number of advanced courses I schedule in any school year to give myself the opportunity to be successful.

This contract must be signed and returned by 1/31/2024.

Requested Course	Current Teacher Signature

**Print Student Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**School Counselor Signature:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

AP Courses	CCP Courses	Honors Courses
AP Biology AP Chemistry AP English Literature AP English Language AP US History AP Psychology AP Studio Art 2D AP Studio Art 3D AP Drawing	Statistics College Algebra PreCalculus Calculus I Calculus II College Composition I College Composition II Elements of Anatomy & Physiology American Lit: Colonial To 1865 American Lit: 1865 To Present American Government Spanish V	Pre-AP English I H Pre-AP World History & Geography H

## CREDIT RECOVERY

Students who have failed a core course may be put into the credit recovery program. The credit recovery program uses the online Plato curriculum which provides students with the opportunity to recover credits for failed courses. Students can take Plato courses during the school year and in summer school. Students can complete coursework inside and outside of school. Students will have 6 weeks to complete each course. Students who do not complete a class in 6 weeks will fail the class. Electronic devices are not permitted in the credit recovery room.

## GRADING SCALE

The Board of Education recognizes its responsibility for providing a system of grading student achievement that can help the student, teachers, and parents properly judge how well the student is achieving the goals of the District's program and are consistent throughout all buildings in the District. The Board believes that the District's grading system should be a reliable system and one that ensures each student's grades accurately signify his/her degree of accomplishment of those expected learning outcomes. Board Policy 5421 establishes the grading scale for grades 6-12 as:

### NON WEIGHTED GRADING SCALE

Classroom Average	Grade	GPA Value for All Classes
93-100	A	4.0
90-92	A-	3.9
88-89	B+	3.5
83-87	B	3.2
80-82	B-	2.9
78-79	C+	2.5
73-77	C	2.2
70-72	C-	1.9
68-69	D+	1.5
63-67	D	1.2
60-62	D-	0.9
59 and Below	F	0.0

### WEIGHTED GRADING SCALE

Classroom Average	Grade	GPA Value for All Classes
93-100	A	5.0
90-92	A-	4.9
88-89	B+	4.5
83-87	B	4.2
80-82	B-	3.9

78-79	C+	3.5
73-77	C	3.2
70-72	C-	1.9
68-69	D+	1.5
63-67	D	1.2
60-62	D-	0.9
59 and Below	F	0.0

## GRADE AVERAGES

All courses, semester and yearly, will be evaluated and credited on a semester basis. Therefore, a student failing one semester of a yearly course would still receive credit for the semester passed.

Each 9-week grade counts as 40% of a student's semester average, exam grades count as 20%.

Example (based on grade percentages)

<b>1<sup>st</sup> quarter</b> (40% of sem grade)	<b>2<sup>nd</sup> quarter</b> (40% of sem grade)	<b>Exam</b> (20% of sem grade)	<b>Semester</b> (20% of sem grade)	<b>Credit Grade</b>
A (97%)	A- (92%)	B+ (88%)	A (93%)	.50
B (83%)	F (40%)	D (64%)	D- (62%)	.50

## WEIGHTED GRADES/RANKING SYSTEM

Alliance High School uses a weighted grading system for calculating class rank. A student's class rank is determined by the cumulative grade point average and the cumulative number of credits earned. The maximum number of credits earned that can be added to the rank calculation is limited. The following shows the maximum number of credits that may be added to the rank calculation at the end of each semester:

Grade 9	Semester 1: 3.5	Semester 2: 7
Grade 10	Semester 3: 10.5	Semester 4: 14
Grade 11	Semester 5: 17.5	Semester 6: 21
Grade 12	Semester 7: 24.5	Semester 8: 28



All classes taken will factor into a student's grade point average, including those that exceed the maximum credit limit per semester. Face-to-face Advanced Placement courses are weighted on a 5.0 grading scale:

$$\begin{aligned} A &= 5 \quad A^- = 4.90 \\ B^+ &= 4.5 \quad B = 4.2 \quad B^- = 3.90 \\ C^+ &= 3.50 \quad C = 3.20 \end{aligned}$$

Dual credit American Government, Calculus I and II, Pre-Calculus A and B, College Composition I & II (face to face and online), Elements of Anatomy and Physiology, The Unity of Life, General Psychology (online) and Political Science (online) are weighted on a 5.0 grading scale. CCP on campus courses that correspond to an AP class at AHS will be calculated on a weighted scale. See your counselor prior to enrolling for clarification on your CCP course and how it will be weighted.

A grade of "C-" in any course, including Advanced Placement courses, will be valued at 1.90 points. The grade of "D" in any course, including Advanced Placement courses, will be valued at 1.20 points. See Pages 22/23 for complete listing of grade points.

Both the 4.0 point scale GPA and the weighted GPA will be available for colleges as needed. Class rank will be determined by using the weighted cumulative GPA in combination with the cumulative number of credits earned up to the maximum limit per semester.

Example of 5.0 AP classes plus weight for credits:

AP English	A = 5
AP Psych	A = 5
DC Stats	B = 3.2
Spanish IV	A- = 3.9
Government	<u>A = 4</u>

Total      21.1/5 = 4.22 GPA

$$\begin{aligned} 4.22 \times 25[1] &= 105.5 \\ \text{credits } +5 & \\ \hline &110.5 \end{aligned}$$

AP English	A = 5
AP Psych	A = 5
DC Stats	B = 3.2
Spanish IV	A- = 3.9
Government	A = 4
Band	<u>A = 4</u>

Total      25.1/6 = 4.183 GPA

$$\begin{aligned} 4.183 \times 25[1] &= 104.5833 \\ \text{credits } +6 & \\ \hline &110.583 \end{aligned}$$

In the class ranking, Student B would be ahead of Student A by 0.083 points.

[1] — A multiplier of 25 is used to weight the GPA base so that the addition of credits provides a subtle differentiation in class rank as evidenced by the example. By using this method of also rewarding the number of classes taken, the penalty of taking extra classes that is prevalent in other weighted systems is avoided.

## AHS PASS/FAIL POLICY

The intent of Pass/Fail is to encourage students to experiment and explore by taking courses they would not take otherwise because of the risk of lowering their grade point average (i.e. elective courses).

### Guidelines

- For courses that offer a Pass/Fail option, a grade of “P” (pass) is recorded for a course that is passed.
- The grade P received in a pass-fail option is not used in computing a student’s grade point average. **However, a grade of Fail (F) WILL count toward credit and GPA.**
- No credit or grade will be issued for the class that is being taken Pass/Fail if the grade of P is earned
- The grade of P consists of earning a 70% (C-) or above for the semester grade. Any grade below a 70% (C-) will result in the actual grade earned and will count toward credit and GPA.
- Students may not take courses that are graduation requirements on a Pass/Fail basis.
- Students must be at maximum cumulative credit value or exceed 30 credit hours CCP in order to take P/F course.
- If the student is interested in the pass-fail option for a particular course, the student must meet with his/her high school counselor, complete appropriate paperwork by the deadline, and receive approval prior to the end of the 1st nine weeks of the start of the course.
- Once the Pass/Fail form has been completed and approved, the decision is irreversible. This means that students may not request a change back to a traditional numerical grade on their transcript.
- Students will still receive numerical grades on progress reports and report cards until the semester ends. AP and CCP courses CANNOT be taken Pass/Fail
- Any courses taken Pass/Fail will not count toward an honors diploma.
- All AMS taken for high school credit cannot be taken on a Pass/Fail basis.
- Courses taken Pass/Fail **DO NOT** meet NCAA Clearinghouse requirements. Student-athletes being considered for Division I/II scholarships should not take classes on a pass/fail basis.

## Academic Dishonesty

Students found to be in violation of Academic Dishonesty in the following areas:

- Copying/Sharing Answers
- Turning in someone else's work
- Inappropriate use of technology - including, but not limited to: translator, ChatGPT, looking up answers on device
- Unauthorized or inappropriate collaboration
- Plagiarism

are subject to disciplinary action determined by the violation, either Formative assessment or Summative assessment. Offenses are cumulative throughout their high school career.

### Criteria to Qualify for Cum Laude Designation

Outstanding student achievement will be recognized with the distinctions of Cum Laude, Magna Cum Laude, and Summa Cum Laude. Students will be recognized according to their weighted GPA based on the following:

Summa Cum Laude — Weighted GPA of 4.00 or above

Magna Cum Laude — Weighted GPA of 3.75 to 3.99

Cum Laude — Weighted GPA of 3.50 to 3.74

**FINAL CUM LAUDE DISTINCTIONS, BASED ON CUMULATIVE GPA, WILL BE DETERMINED AFTER THE 7TH SEMESTER. THOSE STUDENTS HAVE UNTIL MAY 1ST TO COMPLETE THEIR COMMUNITY SERVICE HOURS TO QUALIFY FOR A CUM LAUDE DISTINCTION**

Students will also need to complete 30 hours of community service between June 1<sup>st</sup> of their junior year and May 1<sup>st</sup> of their senior year to obtain a cum laude distinction. The following list of area agencies is approved by the AHS administration to use to accumulate community service hours. It is up to the student to turn in proper documentation to their guidance counselor. Students can use no more than 20 service hours from another AHS club/organization toward the 30 cum laude service hour requirement. Agencies not on the list must be approved by the administration.

Alliance Area Domestic Violence Shelter, Alliance for Children and Families, Alliance Housing for the Elderly, Alliance Towers, YWCA- Alliance, Ohio Benefit Bank, Alliance Area Habitat for Humanity, Shelter for Homeless Alliance Emergency Residence, Salvation Army, WIC, Alliance Red Cross, Disabled American Veterans, Alliance Community Hospital and Community Care Center, Alliance Community Food Pantry, Pegasus Farms, Sanders Wildlife Rehabilitation Center (in Perry Township), Beech Creek Nature Preserve, Huston-Brumbaugh Nature Center (Mount Union Nature Center), Stark County Humane Society, Alliance Parks Department, Alliance City Cemetery, Keep Alliance Beautiful, Michael's Closet, and Alliance City Schools. Community service activities at Alliance City Schools will need prior approval from AHS administration.

## **TOP SCHOLARS**

**Top Scholars (commencement speakers) will be the students with the top two weighted rank values after the seventh (7th) semester, and who have been enrolled at AHS for six (6) semesters, including the final semester of their senior year, for purposes of determining such honors.**

## **COLLEGE CREDIT PLUS PROGRAM**

The Board of Education recognizes the value to students and to the District for students to participate in programs offered by accredited colleges and universities in Ohio.

The Board will approve participation by students who apply to the participating college or university ("institute of higher education" or "IHE") and meet the IHE's and relevant academic programs established standards for admission, enrollment, and course placement. Participating students will be eligible to receive secondary credit for completing any of these programs. To be eligible, students must be in seventh, eighth, ninth, tenth, eleventh, or twelfth grade and achieve "remediation free" status on an assessment established under R.C. 3345.061(F) or meet alternative criteria under the law.

The Board will provide information about the College Credit Plus Program prior to February 1st to all students enrolled in grades six through eleven and their parents as outlined in AG 2271. The Board will also promote the College Credit Plus program on its website, including the details of the Board's current agreements with partnering IHEs.

## Underperforming and Ineligible Students

If a student participates in the College Credit Plus Program under the option set forth in R.C. 3365.06 (B) either: A) fails to maintain a grade point average of 2.0 or higher in the college courses taken through the College Credit Plus Program; or B) withdraws from, or receives no credit for two or more courses in the same term, the student will be considered an "underperforming student." If a student maintains underperforming student status for two (2) consecutive terms of enrollment, the student will be deemed "ineligible."

### Probation

Immediately after determining a student has obtained underperforming student status, the Superintendent shall place the student on probation within the College Credit Plus Program, and notify the underperforming student, his/her parents, and each IHE in which the student is enrolled of his/her status. The underperforming student and his/her parents shall also be notified of the following requirements for continued participation in the Program while on probation:

- A. The student shall only enroll in one college course during any term.
- B. The student shall refrain from enrolling in a college course in the same subject as a college course in which the student earned a grade of "D" or "F" or for which the student received no credit.
- C. If the student had registered for more than one college course for the next term prior to being placed on probation, the student shall request each IHE in which he/she is enrolled to disenroll the student from those courses that conflict with the terms of his/her probationary status.
  1. If a student elects to remain enrolled in one course for the next term, he/she shall inform the IHE of the course in which the student would like to remain enrolled.
  2. If the student fails to disenroll from any courses that conflict with his/her probationary status, the Superintendent shall immediately notify the student and his/her parents that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to disenroll. In this notification, the student and his/her parents shall also be advised that the student shall be deemed an ineligible student and dismissed from the program for the next term in accordance with the dismissal procedures set forth below.
- D. If a student takes a course after being placed on probation and such course raises the student's cumulative grade point average to 2.0 or higher in the college courses taken through the College Credit Plus Program, the student shall be removed from probation.

- The student may participate in the Program without restrictions unless he/she is declared to be an underperforming student again.
- E. If a student takes a course after being placed on probation and such course does not raise the student's cumulative grade point average to 2.0 or higher in the college courses taken through the College Credit Plus Program, the student shall be dismissed from the Program in accordance with the dismissal procedures set forth below.

## **Dismissal**

If a student is deemed ineligible to participate in the College Credit Plus Program, he/she will be dismissed from the Program. The Superintendent shall notify the ineligible student, his/her parents, and each IHE in which the student is enrolled of his/her dismissal. The ineligible student and his/her parents shall also be notified that the student shall not take any college courses through the Program following his/her dismissal.

If the student had registered for more than one college course for the next term prior to being dismissed from the Program, the student shall request each IHE in which he/she is enrolled to disenroll the student from the Program.

If the student fails to disenroll following his/her dismissal from the Program, the Superintendent shall immediately notify the student and his/her parents that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to disenroll. In this notification, the student and his/her parents shall also be advised that the Superintendent shall extend/continue the student's dismissal from the Program for an additional term.

## **Reinstatement**

Following one term of dismissal, a student may submit a request to the Superintendent to be reinstated to the College Credit Plus Program. Summer shall only be counted as a term if the student is enrolled in one or more high school courses during the summer. Upon receipt of the reinstatement request, the student's full high school and college academic record will be reviewed to determine whether the student has achieved academic progress and whether s/he will be reinstated on probation or without restriction.

**Reinstatement on Probation:** In order to be reinstated to the College Credit Plus Program on probation, the student must meet the following academic progress criteria:

- A. 3.0 GPA in core classes during term/semester of dismissal
- B. Principal's Discretion (meeting with letter)

**Reinstatement without Restriction:** In order to be reinstated without any restrictions, the student must meet the following academic progress criteria:

- A. 3.5 GPA in core classes during term/semester of dismissal
- B. Principal's Discretion (meeting with letter)

If the student fails to demonstrate academic progress as defined above, the Superintendent shall extend/continue the student's dismissal for an additional term(s). During the dismissal period, the student shall remain ineligible to participate in the College Credit Plus Program until academic progress is achieved.

## Appeals

Any student who is dismissed from the College Credit Plus Program or prohibited from taking a course in which the student earned a grade of "D" or "F" or for which the student received no credit, may appeal the decision to the Superintendent. The appeal must be filed within five (5) business days after the student is notified of the dismissal or prohibition against taking a course. Upon receiving the appeal, the Superintendent must immediately notify each IHE in which the student is enrolled that the student has filed an appeal.

When reviewing a student's appeal, the Superintendent shall consider any extenuating circumstances separate from the student's academic performance that may have affected or otherwise impacted the student's status in the College Credit Plus Program. After considering such information, the Superintendent may:

- A. allow the student to participate in the Program without restrictions;
- B. allow the student to take a course in which the student earned a grade of "D" or "F" or for which the student received no credit;
- C. allow the student to participate in the Program on probation; or
- D. maintain the student's dismissal from the Program.

The Superintendent shall issue a decision on the student's appeal within ten (10) business days after the date the appeal is filed. The Superintendent's decision shall be final, and he/she shall immediately provide notification of the decision to each IHE in which the student is enrolled.

- A. If the Superintendent decides to continue the student's dismissal from the College Credit Plus Program, and the student is enrolled in an Institution of Higher Education, such IHE shall permit the student to withdraw from all courses in which the student is enrolled without penalty. The Board shall not be required to pay for such courses.
- B. If the Superintendent fails to issue a timely decision after the date the appeal is made, and the student is enrolled in an Institution of Higher Education, such IHE shall permit the student to withdraw from all courses in which the student is enrolled without penalty. If the decision is issued after the IHE's no fault withdrawal date, the Board shall be required to pay for such courses.

## **HomeSchooled Students**

If a home-schooled student participating in the College Credit Plus Program is placed on probation or dismissed from the Program, the parent of the student shall be responsible for notifying each IHE in which the student is enrolled of such probation or dismissal.

The Board will provide information about the College Credit Plus Program prior to February 1st to all students enrolled in grades six through eleven and their parents as outlined in AG 2271. The Board will also promote the College Credit Plus Program on its website, including the details of the Board's current agreements with partnering IHEs.

All students must meet the requirements for participating in the College Credit Plus Program outlined in AG 2271.

The Board shall deny high school credit for the College Credit Plus Program courses any portion of which are taken during the period of a student's expulsion. If the student has elected to receive credit for course(s) toward fulfilling graduation requirements as well as the College Credit Plus Program credit, that election is automatically revoked for all college courses in which the student enrolled during the college term in which the expulsion is imposed.

When a student is expelled, the Board directs the Superintendent to send written notice of the expulsion to any college in which the expelled student is enrolled under R.C. 3365.03 (College Credit Plus Program) at the time the expulsion is imposed. This notice shall indicate the date the expulsion is scheduled to expire and that the Board has adopted a policy under R.C. 3313.613 to deny high school credit for College Credit Plus Program courses taken during an expulsion. If the expulsion period is later extended, the Superintendent shall notify the college of the extension.

The Board will collect, report, and track program data annually in accordance with data reporting guidelines adopted by the chancellor and the Superintendent of Public Instruction pursuant to R.C. 3365.15.

The Superintendent shall establish the necessary administrative guidelines to comply with State law which will thereafter be properly communicated to both students and their parents. The Superintendent shall also establish guidelines and procedures for the awarding of credit and the proper entry on a student's transcript and other records of his/her participation in a College Credit Plus Program.



## ATTENDANCE PROCEDURES

Regular attendance is essential to good schoolwork. It is the parent/guardian's responsibility, under the law, to see that children are regularly in attendance at school.

### Alliance High School - Daily Attendance Procedures

1. Students who arrive to class after 7:48 am must report directly to the Security Office for a tardy pass.
2. On the day of the absence, the parent/guardian must call the **Attendance Office at 330-821-0101** before 8:30 a.m. Voice mail is available for reporting an absence the night before or early the morning of the absence. Notes from the parent/guardian excusing an absence must include the student's first and last name and grade, the parent/guardian's name and signature, a phone number where the parent/guardian can be reached, and the reason for absence. This note must be received in the Attendance Office on the first day of the student's return. This note must be brought to the Attendance Office before the first bell. If a phone call or written excuse is not provided, the absence will be marked unexcused.

### Absenteeism

When your child is absent, parents are required to contact the school office before **8:30 a.m.** When a parent does not report the absence, the school will attempt to contact the home. A postcard will be mailed to your home if you do not contact the school on the day of the child's absence.

### Perfect Attendance

Perfect attendance is defined as any student who does not miss any school time (excused or unexcused absences, tardies) during the school year.

### UNEXCUSED ABSENCE AND TRUANCY

All absences, other than those listed under "Excused Absence" in the District Handbook, are considered truanies. For example, a student's absence from school will not be excused if it is for oversleeping, missing the bus, etc. A student shall be considered "truant" each day they are absent from their assigned location without the knowledge of a parent and/or school official. This includes unexcused absences from class, study hall, or any other properly assigned area or activity.

Truancy demonstrates a deliberate disregard for the educational program and is considered a serious matter. A student is deemed a "habitual truant" when they are absent without a legitimate excuse for thirty (30) consecutive school hours or forty two (42) hours in one month or seventy-two (72) hours in one school year. (ORC 2151.022(C)).

Excessive absence is defined as a student that 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. Chronic absenteeism is defined as any student missing 10% or more of the school year for any reason.

The following procedures will be followed for students are habitually truant:

## **ATTENDANCE INTERVENTION TEAM**

The purpose of an attendance intervention is to design and implement a plan to address the student's truancy concerns. A variety of factors will be considered when designing a specific plan to meet the needs of the student. A copy of all notifications, letters, and the plan will be kept in the student's file.

- **Step 1:** Parents of students that have accumulated 38 (or more) hours in one month or 65 (or more) hours in one school year of excused and/or unexcused absences will be considered excessively absent and will be required to participate in an attendance conference with a building representative at the student's home building.. This attendance conference will be used to discuss the issue(s) surrounding the student's attendance. An informal plan may be developed.
- **Step 2:** Parents of students that have accumulated 30 (or more) consecutive hours at any time, 42 non consecutive in one month, or 72 (or more) hours in one school year of unexcused absences will be considered habitually truant and will be required to participate in an attendance intervention team planning meeting with a building representative at the student's home building. Students who have been identified with an attendance intervention plan will then be monitored over the next 60 school days by building administration and the Office of Student Services. Those students who have not shown a significant amount of progress on an attendance intervention plan will then be considered to be habitually truant and referred to juvenile court.
- **Step 3:** Once a student has been placed on an attendance intervention 60 day plan they will automatically be referred to the **Attendance Community Response Team**. This team will continue to support the attendance intervention plan by offering support to families to reduce attendance barriers.
- **Step 4:** If at any time, an attendance intervention plan is deemed to be unsuccessful, a formal complaint may be filed with the Stark County Family Court against the student and/or parent(s) for habitual truancy.
- **Step 5:** A truancy hearing will then be scheduled with the Stark County Court to serve as an opportunity for parents and school representatives to present prior documentation of records and attempted interventions by the school district.
- **Step 6:** If a student is found to be "true" of the previous charges filed and violated the agreement then a violation of a prior court order complaint may be filed with the court authorities against the student and/or parent(s).
- **Step 7:** A violation of a prior court order hearing will be scheduled with the court authorities. The hearing will provide the parents, students, and school district to present relevant information regarding the student's attendance.

The Superintendent is authorized to establish an educational program for parents of truant students which is designed to encourage parents to ensure that their children attend school regularly. The Superintendent shall develop administrative guidelines that:

- A. Ensure proper procedures are established so the student and his/her parents are provided the opportunity to challenge the attendance record prior to notification and that such notification complies with R.C. 2151.022C.
- B. Ensure a school session which is in conformity with the requirements of the rules of the State Board.
- C. Govern the keeping of attendance records in accordance with the rules of the State.
- D. Identify the habitual truant, investigate the cause(s) of his/her educational program to meet particular needs and interests.
- E. Ensure that students who are absent have an opportunity to make up work they missed and receive credit for the work, if completed.
- F. Ensure that any student who, due to medically documented physical or mental impairment, exceeds or may exceed the District's limit on excused absence is referred for evaluation for eligibility either under the Individuals with Disabilities Education Act. (IDEA) or Section 504 of the Rehabilitation Act of 197 or other appropriate accommodation.

### **Early Release/Late Arrival**

Students requesting early dismissal will report to the Attendance Office prior to the beginning of school with a note. This note must include the student's name and grade, the parent/guardian's name and signature with a phone number where the parent can be reached, the reason for the dismissal and the time of dismissal. The Attendance Office will process the note and issue a building pass. When students leave school under early dismissal they must sign out at the Attendance Office. Upon returning to school, they must sign back in at the Attendance Office.

### **Tardiness to School**

Your child is tardy if he/she arrives to first period class after 7:48 AM. Students will be disciplined for excessive tardiness.

### **Tardiness During the School Day**

Any student arriving late to class without a pass will be marked tardy. The classroom teacher will discipline the student for up to three times tardy. After that, an office referral for further discipline will be issued. Students will be assigned Twilight school.

### **Excused Absence**

Students who intend to be absent from school for any reason other than illness must confer with the school office before being absent from school to determine whether the absence will be excused. Absence for any reason other than those listed in the District Handbook are illegal and constitute truancy.

**All medical excuses must be turned into the attendance office within 10 school days upon return.**

**A student sent home by the school nurse will be considered excused for medical reasons.**

The following “medical excuses” will not count toward a student’s excessive absence hours: 1) personal illness; 2) illness in the family necessitating the presence of the child; 3) quarantine of the home; 4) health care provider appointments (doctor, dentist, mental health provider, etc.); 5) medically-necessary leave for a pregnant student in accordance with Policy 5751; 6) death in the family; or 7) other set of circumstances the Superintendent deems on a case-by-case basis to be a good and sufficient cause for medical absence from school.

A medically excused absence occurs any time a student is out of school due to illness or medical visit (physician, dentist, mental health, etc.). A medical excuse for personal illness will be accepted in the form of a doctor’s note within five (5) school days of the absence or parent call-in on the day of the absence due to illness or doctor’s visit. A student may have up to ten (10) medically excused absences without a doctor’s note, but with a phone call from a parent/guardian. For the 2022-2023, medical excuse absences will be accepted through this process for students participating both in-person and remotely. This policy will be extended beyond ten (10 ) days if the student or someone in the student’s family is in quarantine due to recognized pandemic/epidemic (e.g., COVID-19) or experiencing symptoms of the pandemic/epidemic.

## **Absence for School Related Activities**

1. **College Visits** – Seniors and juniors will be permitted two days for college visits. The student needs to get prior written approval from their Guidance Counselor. The student must complete the verification form and have it signed and stamped by the counselor at the College Admissions Office.
2. **Field Trips** – Approved field trips or class trips supervised by certified teachers or principal’s designees will not be counted as absent if the student has completed the Field Trip permission form.
3. **Athletic Participation** – Students missing school while participating, as a representative of Alliance High School, in an athletic contest under the supervision of their coach will not be counted as absent. Each contest must have prior approval from the Principal.
4. **Other** – Student and Parent/Guardian must obtain prior approval from the Principal.

## **Co-curricular Activities**

Students must be in attendance at school by the beginning of 4th period on the day of an athletic event, practice, dance, club meeting, or any student activity after school to be eligible to participate. Students must stay in school the remainder of that day in order to remain eligible for that day's activity/event. (Extenuating circumstances will be considered and ruled upon by the building principal. e.g. funerals.)

## **Make-up Work**

When a student will be absent for more than three (3) days, the parent/guardian may call the Guidance Office and request assignments. Upon returning to school for any excused absence, the student will be given the same number of days that he/she was absent to make up any work including tests or quizzes. A maximum number of ten school days will be applied to this make-up policy. Students placed on home instruction will come under separate guidelines.

Students will have the opportunity to turn in late or missing assignments for partial credit as follows:

- For assignments that are turned in on the following school day, the student will receive a minimum of 75% of the assigned grade or higher.
- For assignments that are turned in two (2) or more school days after the due date but within the same marking period, the student will receive a minimum of 50% of the assigned grade or higher.

On scheduled exam days, students with excused absences will be required to come to school on the designated exam make-up days. They will receive an incomplete (I) for failure to complete course requirements. If exams are not made up within the designated time, the "I" will revert to an "F" for the exam and an "F" for the semester.

## **Late Work Policy -2023-2024**

### **Formative Assessments/Assignments**

Students will have the opportunity to turn in late or missing formative assignments for partial credit as follows:

- For assignments that are turned in on the following school day, the student will receive a minimum of 75% of the earned grade or higher.
- For assignments that are turned in two (2) or more school days after the due date but within the same 4.5 week interim/marketing period, the student will receive a minimum of 50% of the earned grade or higher. Assignments not turned in during the same 4.5 Week interim/marketing period in which they were due will receive zero credit.

## **Summative Assessments**

If you have an absence, summative assessments must be made up within the same number of days you were absent. A maximum number of 10 school days will be applied using this policy.

Out of class summative assessments:

- 5% reduction in earned score per school day late, with a 60% minimum of the earned grade
  - Parent communication suggested after assignment is due and not turned in

This policy is not for CCP or AP classes. The instructor will share the grading policy based on the syllabus or AP policy for these courses.

## **Late Work Due to Absences**

Projects/Essays/Lab Reports/Tests: If you have an absence, summative assessments must be made up within the same number of days you were absent. A maximum number of 10 school days will be applied using this policy.

## **STUDENT DISCIPLINE REFERRALS**

Students exhibiting misconduct during school hours and/or at school- sponsored activities will be referred to the administration by staff or school officials. Students receiving a referral to the Principal's Office will be dealt with according to the policies/procedures outlined in the Student Code of Conduct and/or Student Discipline Guidelines.

In all cases of normal disciplinary procedures where a student is removed from a curricular or co-curricular activity for less than twenty- four (24) hours and is not subject to further suspension or expulsion at that time, due process requirements, outlined in this policy, do not apply.

## **DETENTIONS**

Teachers, administrators, and/or the Attendance Officer may assign student detentions. Detentions are assigned for minor behavior problems and tardiness. These detentions are to be served before or after school as assigned by the building administrator or teacher.

## **TWILIGHT SCHOOL**

Twilight School is an alternative to an Out-of-School Suspension for high school students. Twilight School is assigned for trancies and other disciplinary cases. The students are assigned to this program by the principal or his designees and will be making up lost instruction due to truancy or lack of classroom participation. Students will be required to attend a Twilight session at Alliance High School from 2:30 p.m. until 3:30p.m. Students are to bring needed materials for school work. Refusal to go to Twilight School will result in a minimum of two days of SIL.

## **STUDENT IMPROVEMENT LAB (SIL)**

Students who have attendance and/or behavior problems may be assigned to the Student Improvement Lab (SIL), usually for one to three days. Students will be given credit in their regular classes for all the work they complete while in SIL. If a student is absent while assigned to the SIL that time must be made up before the student is returned to regular classes. Students who have persistent discipline problems in SIL, or who refuse to serve SIL, will be sent home for the remainder of that day and will return to SIL the following day. Students who have been suspended for discipline problems in SIL will not be permitted to return to regular classes until they have successfully completed their SIL obligations. Students will eat their lunch in the SIL room. Electronic devices are not permitted in SIL and must be checked in with a principal at the start of the day. Students who are caught with an electronic device in SIL will be assigned an additional day of SIL.

## **SOCIAL PROBATION**

Social Probation means that a student *may not* attend as a spectator any school sponsored or related function or activity. This includes, but is not limited to, clubs, athletics, competitions, dances, and trips. A student may be placed on Social Probation as a result of academic/disciplinary actions. If a student is placed on Social Probation, he/she shall:

1. not be allowed in the school or on school grounds outside of school hours (7:00 am to 2:45 pm) except as a participant in a school activity (i.e. school musical, after school tutoring, etc.) or sport under the direct supervision of a staff member; and
2. not be allowed to attend, as a spectator, any school sponsored event after school hours or on weekends. (i.e. athletic contests, school concerts, homecoming dances, proms, etc.)

A student will be placed on Social Probation for the following academic/attendance/disciplinary actions.

1. Two or more F's at the end of a grading period/quarter. Withdraw failures (WF) count as a failing grade.
2. Seven (7) or more absences from school at the end of a grading period/quarter. Absences for school related activities e.g. college visits, field trips, and/or athletic participation, will not count against the student

for Social Probation. Absences for which students have a doctor's excuse also will not count.

3. Suspended from school 3 or more days during a grading period/quarter.
4. Sent to Parkway Learning and Development Center for disciplinary reasons.

If a student is placed on Social Probation for academic reasons (2 or more F's at the end of a grading period/quarter), Social Probation will start at the beginning of the next quarter and last until the quarter ends (9 weeks).

If a student is placed on Social Probation for attendance reasons (7 or more absences or tardies at the end of a grading period/quarter), Social Probation will start at the beginning of the next quarter and last until the quarter ends (9 weeks).

If a student is placed on Social Probation for disciplinary reasons (3 or more days of suspension during a grading period/quarter), Social Probation will start when he/she comes back to school from suspension and will last for 9 weeks from that date.

Social Probation may carry over to the following school year. A student who has 2 or more F's/3 or more days of suspension during the 4<sup>th</sup> grading period/quarter will be on Social Probation during the 1<sup>st</sup> grading period/quarter the following school year.

If a student violates Social Probation by attending an after school event, he/she will be placed on Social Probation for an additional 9 weeks and may be subject to additional discipline.

## **SHORT TERM REMOVAL FROM CLASS OR CO-CURRICULAR ACTIVITY**

If a student's presence and behavior poses a continuing disruption or danger to persons or property, the student may be removed from curricular or co-curricular activities under staff supervision with the following conditions:

1. Students are not to be removed from the school premises. They are to be sent to the office of the principal or to the primary advisor in the case of co-curricular activities on non-school time. (If the student refuses to comply, a School Administrator should be summoned immediately.)
2. A student's removal from the class or activity shall be limited to no more than one school day for any single incident.
3. The specific reasons for removal by the teacher must be submitted to the administrator in writing immediately or when practicable.
4. The administrator will give notification of the disposition to the teacher.
5. Following any short-term removal, a conference between the principal, teacher, parent/guardian, and student may be required before reinstatement to the curricular or co-curricular activity is Approved.



## **OUT OF SCHOOL SUSPENSION**

Suspension shall be the temporary exclusion of a student by the Superintendent, Principal, Assistant Principal, or any other administrator from the District's instructional program for a period not to exceed ten (10) school days. During suspension, students are not permitted on school grounds for any reason. Credit will be given for work missed due to out-of-school suspension provided the student completes and submits all required assignments upon return to school.

## **BULLYING, HARASSMENT, AND INTIMIDATION**

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means:

- A. any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or
- B. violence within a dating relationship.

"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

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. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected

characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means cyberbullying through electronically transmitted acts (i.e., internet, e-mail, cellular telephone, or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and 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(s).

Any student or student's parent/guardian who believes she/he has been or is the victim of aggressive behavior should immediately report the situation to the Building Principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the Building Principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The Building Principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such a report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying/cyberbullying by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include suspension or up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

If, during an investigation of a reported act of harassment, intimidation and/or bullying/cyber-bullying, the Principal or appropriate administrator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal will report the act of bullying and/or harassment to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy **5517** - Anti-Harassment. Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such

retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Retaliation may result in disciplinary action as indicated above.

Deliberately making false reports about harassment, intimidation, bullying and/or other aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

The District shall implement intervention strategies (AG 5517.01) to protect a victim or other person from new or additional harassment, intimidation, or bullying and from retaliation following such a report.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the Building Director or appropriate administrator shall notify the custodial parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, acts of harassment, intimidation, and/or bullying by a specific student are verified, the Building Principal or appropriate administrator shall notify in writing the custodial parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

## **Complaints**

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the Building Director for review, investigation, and action.

Students, parents/guardians, and school personnel may make informal or anonymous complaints of conduct that they consider to be harassment, intimidation, and/or bullying by verbal report to a teacher, school administrator, or

other school personnel. Such complaints shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. A school staff member or administrator who receives an informal or anonymous complaint shall promptly document the complaint in writing, including the information provided. This written report shall be promptly forwarded by the school staff member and/or administrator to the Building Director for review, investigation, and appropriate action.

Individuals who make informal complaints as provided above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. Anonymous complaints shall be reviewed and reasonable action shall be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of harassment, intimidation, and/or bullying. When an individual making an informal complaint has requested anonymity, the investigation of such complaint shall be limited as is appropriate in view of the anonymity of the complaint. Such limitation of investigation may include restricting action to a simple review of the complaint subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

In determining whether disciplinary action set forth in this policy is to be implemented, District Administrators shall use a preponderance of evidence standard. Further, any individual charged with making a disciplinary determination under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

## **iCARE TEAMS**

iCare teams are available for all students and families to ensure that academic, behavioral, and social programs and services meet students' individual needs to achieve their best potential. Teams are comprised of teachers, staff, administrators, and community agencies. The Ohio Department of Education and Ohio Department of Mental Health are supporters of Ohio's Stark County CARE Team Initiative (iCARE).

## **SCHOOL-BASED MENTAL HEALTH SERVICES**

Mental Health Services are provided for individual and family counseling, case management, and consultation to students and families. The goal is for positive changes in a student's academic performance and decreases in disciplinary issues.

## **National School Lunch and Breakfast Program**

Alliance City Schools participates in the National School Lunch and Breakfast program. Beginning in the school year 2016, Alliance schools were approved for the Community Eligibility Program (CEP). The CEP is a Federal program that allows us to offer meals at No Cost to all of our students and provides funding to help support the cost of the Food Service Program. Alliance City Schools follows the Offer versus Serve policy sponsored by the USDA. Offer vs. Serve is intended to decrease waste and costs by allowing students to refuse up to two components in a lunch and one component in a breakfast. The lunch components consist of a meat/meat alternative (cheese, beans or yogurt), grain (bread, rice, or noodles), vegetable, fruit, and milk. The breakfast components consist of an entrée, fruit/juice and milk. All students are required to take a fruit or vegetable when buying lunch.

### **Pay-For- It**

Our Point of Sale system is set-up to take credit/debit cards and electronic checks via the Pay-For-It system found at [www.payforit.net](http://www.payforit.net) . An account needs to be set-up for your child(ren) using their PIN (student ID) number. This system will allow you to view the purchases your child(ren) have made for the past 14 days as well as allow you to add money to their account. The system can also send email reminders of your child's account balance when you set up the information. You do not have to pay online to view your child's account.

### **Point of Sale Software**

Food services operate under a Point of Sale (POS) system, which means EVERY student must type in their student ID number (PIN) in order to purchase any items. Under POS, each student has an account and the correct amount is removed (debited) from the account when the child purchases an item. Parents are encouraged to send money in the form of checks to be placed on student accounts or on our on-line payment system (see pay-for- it above). Please place the child's name or PIN number in the memo portion of the check. All money left on the account at the end of the school year, stays with the student and will

transfer to the next grade. Refunds are only granted if a student withdraws from the school district. Please contact the Food Services Dept. for any questions.

## **PRICING**

Breakfast- No Cost

High School Lunches- No Cost

Extra Entrée \$1.50

Extra Milk- \$0.50

## **Charge Policy**

Should our No Cost Meals change, Alliance City Schools will allow a child to charge a meal in the event that the child forgets his/her lunch money. At this time, we do not allow charging for a la carte items. Please set-up an account in the Pay-For- It system to view your child's balance and purchases in order limit your child from having to charge. Grades Pre-K-5 are permitted to charge a total of three meals with a letter accompanying the child home, explaining that a charge took place. Grades 6-8 only three charges permitted per year with a letter accompanying the child home. There will be no charging at the High School. All charges must be paid in full prior to the Memorial Day holiday. There is no charging permitted after the Memorial Day holiday.

## **Special Dietary Needs and Food Allergies**

Food Service is happy to accommodate students with special dietary needs and food allergies within our abilities. Students must provide written medical documentation from the treating physician in order to provide for this accommodation. This documentation must include, but is not limited to, a statement of the allergy, what dietary changes from the traditional school meal are necessary, what specific foods must be omitted or substituted and what dietary items can be used to replace the items. This documentation should be given to the school nurse.

We are unable to substitute any item for milk except in the case of an allergy or disability according to the USDA and the Ohio Department of Education [USDA Final Rule Fluid Milk Substitutions in the School Nutrition Program (73 FR 52903)]. We will provide a cup and water to any student that asks, as well as sell bottled water and juice cups a la carte. This Institution is an equal opportunity provider.

## **Menu**

The menu is published weekly in the newspaper, appears on Channel 11, is posted in the cafeteria, and on the school's web site.

## **TITLE I**

Alliance City School parents may request policies regarding student participation in state mandated assessments as well as information on each assessment. Please see your building principal for this information and/or BOE Policy #po2623. Information on mandated State Assessments can also be found at the following website web address: <http://education.ohio.gov/Topics/Testing>.

## **TITLE IX**

The Alliance City School District has developed policies that focus on the right of pupils and the right to participate in academic, athletic, and any other extra curricular activities without regard to sex, race, color, national origin or disability.

### **NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

Any form of discrimination or harassment can be devastating to an individual's academic progress, social relationship, and/or personal sense of self-worth. As such, the Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or gender identity), disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, "Protected Classes") in its educational programs or activities.

The Board also does not discriminate on the basis of Protected Classes in its employment policies and practices as they relate to students, and does not tolerate harassment of any kind.

Equal educational opportunities shall be available to all students, without regard to the Protected Classes, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. Educational programs shall be designed to meet the varying needs of all students.

The Board designates the following individuals to serve as the District's "Compliance Officers" (also known as "Civil Rights Coordinators").

Michelle Balderson  
Director of Primary Education  
330-821-2100  
200 Glamorgan St.,  
Alliance, OH 44601  
[baldersonmi@alliancecityschools.org](mailto:baldersonmi@alliancecityschools.org)

Shawn Jackson  
Director of Secondary Education  
330-821-2100  
200 Glamorgan St.,  
Alliance, OH 44601  
[jacksonsh@alliancecityschools.org](mailto:jacksonsh@alliancecityschools.org)

The COs are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, retaliation, or denial of equal access. The COs shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination Act of 1975 is provided to students, their parents, staff members, and the general public. A copy of each of the Acts and regulations on which this notice is based may be found in the CO's office.

Use the link [Alliance City Schools Board of Education Policies](#) to see the full board policy code po2260

## **NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES**

The Board of Education of the Alliance City School District (hereinafter referred to as "the Board" or "the District") does not discriminate on the basis of sex (including sexual orientation or gender identity), in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

The Board prohibits Sexual Harassment that occurs within its education programs and activities. When the District has actual knowledge of Sexual Harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.

Pursuant to its Title IX obligations, the Board is committed to eliminating Sexual Harassment and will take appropriate action when an individual is determined responsible for violating this policy. Board employees, students, third-party vendors and contractors, guests, and other members of the School District community who commit Sexual Harassment are subject to the full range of disciplinary sanctions set forth in this policy. The Board will provide persons who have experienced Sexual Harassment ongoing remedies as reasonably necessary to restore or preserve access to the District's education programs and activities.



## Coverage

This policy applies to Sexual Harassment that occurs within the District's education programs and activities and that is committed by a member of the School District community or a Third Party.

This policy does not apply to Sexual Harassment that occurs off school grounds, in a private setting, and outside the scope of the District's education programs and activities; such Sexual Misconduct/Sexual Activity may be prohibited by the Student Code of Conduct if committed by a student, or by Board policies and administrative guidelines, applicable State and/or Federal laws and/or Employee/Administrator Handbook(s) if committed by a Board employee.

Consistent with the U.S. Department of Education's implementing regulations for Title IX, this policy does not apply to Sexual Harassment that occurs outside the geographic boundaries of the United States, even if the Sexual Harassment occurs in the District's education programs or activities. Sexual Harassment that occurs outside the geographic boundaries of the United States is governed by the Student Code of Conduct if committed by a student, or by Board policies and administrative guidelines, applicable State and/or Federal laws and/or Employee/Administrator Handbook(s) if committed by a Board employee.

The Board of the Alliance City School District does not discriminate on the basis of sex in its education program or activity, and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board designates and authorizes the following individual(s) to oversee and coordinate its efforts to comply with Title IX and its implementing regulations:

Shawn Jackson

Director of Secondary Education

330-821-2100. Ext. 1243

200 Glamorgan St. Alliance, Ohio 44601

[jacksonsh@alliancecityschools.org](mailto:jacksonsh@alliancecityschools.org)

Michelle Balderson

Director of Elementary Education

330-821-2100. Ext. 1254

200 Glamorgan St. Alliance, Ohio 44601

[baldersonmi@alliancecityschools.org](mailto:baldersonmi@alliancecityschools.org)

The Title IX Coordinator shall report directly to the Superintendent. Questions about this policy should be directed to the Title IX Coordinator.

Use the link [Alliance City Schools Board of Education Policies](#) to see the full board policy code po2266

## **ANTI-HARASSMENT**

### **General Policy Statement**

It is the policy of the Board of Education to maintain an education and work environment that is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to all School District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment. This policy applies to unlawful conduct occurring on school property, or at another location if such conduct occurs during an activity sponsored by the Board.

The Board will vigorously enforce its prohibition against discriminatory harassment based on race, color, national origin, sex (including sexual orientation and gender identity), disability, age (except as authorized by law), religion, ancestry, or genetic information (collectively, "Protected Classes") that are protected by Federal civil rights laws (hereinafter referred to as unlawful harassment), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board will investigate all allegations of unlawful harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment, prevent its recurrence, and remedy its effects. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.

### **Anti-Harassment Compliance Officers**

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)");

Michelle Balderson  
Director of Primary Education  
330-821-2100  
200 Glamorgan St.,  
Alliance, OH 44601  
[baldersonmi@alliancecityschools.org](mailto:baldersonmi@alliancecityschools.org)

Shawn Jackson  
Director of Secondary Education  
330-821-2100  
200 Glamorgan St.,  
Alliance, OH 44601  
jacksonsh@alliancecityschools.org

The names, titles, and contact information of these individuals will be published annually on the School District's website.

Use the link [Alliance City Schools Board of Education Policies](#) to see the full board policy code po5517

## **SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY**

Pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504"), the Americans with Disabilities Act of 1990, as amended ("ADA"), and the implementing regulations (collectively "Section 504/ADA"), no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Board of Education does not discriminate in admission or access to, or participation or treatment in its programs or activities. As such, the Board's policies and practices will not discriminate against students with disabilities and will make accessible to qualified individuals with disabilities its facilities, programs, and activities. No discrimination will be knowingly permitted against any individual with a disability on the sole basis of that disability in any of the programs, activities, policies, and/or practices in the District.

"An individual with a disability" means a person who has, had a record of, or is regarded as having, a physical or mental impairment that substantially limits one or more major life activities. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Major life activities also include the operation of a major bodily function, including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aids and cochlear implants or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, assistive technology, reasonable accommodations or auxiliary aids or services, or learned behavioral or adaptive neurological modifications.

With respect to public preschool, elementary and secondary educational services, a qualified person with a disability means a disabled person:

- A. who is of an age during which nondisabled persons are provided educational services;
- B. who is of any age during which it is mandatory under Ohio law to provide educational services to disabled persons; or
- C. to whom the State is required to provide a free appropriate public education pursuant to the Individuals with Disabilities Education Improvement Act (IDEIA).

With respect to vocational education services, a qualified person with a disability means a disabled person who meets the academic and technical standards requisite to admission or participation in the vocational program or activity.

### **Compliance Officer(s)**

The Board designates the following individual to serve as the District's 504 Compliance Officer/ADA Coordinator (hereinafter referred to as the "District Compliance Officer(s)").

Dr. Amy Cramer  
Director of Special Education  
330-821-2100  
200 Glamorgan St.  
Alliance, OH 44601  
[crameram@alliancecityschools.org](mailto:crameram@alliancecityschools.org)

The name(s), title(s), and contact information of this/these individual(s) will be published annually on each individual school's web site.

Building Principals shall serve as Building Section 504/ADA Compliance Officer(s) ("Building Compliance Officers").

The District Compliance Officer is responsible for coordinating the District's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the ADA. A copy of Section 504 and the ADA, including copies of their implementing regulations, may be obtained from the District Compliance Officer.

The District Compliance Officer(s) will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints.

The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. See below. The Board will further establish and implement a system of procedural safeguards in accordance with Section 504, including the right to an impartial due process hearing. See AG 2260.01B.

## **Training**

The District Compliance Officer(s) will also oversee the training of employees in the District so that all employees understand their rights and responsibilities under Section 504 and the ADA, and are informed of the Board's policies, administrative guidelines and practices with respect to fully implementing and complying with the requirements of Section 504/ADA.

The Board will provide in-service training and consultation to staff responsible for the education of persons with disabilities, as necessary and appropriate.

## **Facilities**

No qualified person with a disability will, because the District's facilities are inaccessible to or unusable by persons with disabilities, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/ADA applies.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and

activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto. Programs and activities will be designed and scheduled so that the location and nature of the facility or area will not deny a student with a disability the opportunity to participate on the same basis as students without disabilities.

## **Education**

The Board is committed to identifying, evaluating, and providing a free appropriate public education (FAPE) to students within its jurisdiction who have a physical or mental impairment that substantially limits one or more major life activities, regardless of the nature or severity of their disabilities. An appropriate education may include regular or special education and related aids and services to accommodate the unique needs of students with disabilities. For disabled students who are not eligible for specially designed instruction under the IDEIA, the special education and related aids and services (including accommodations/modifications/interventions) they need in order to have their needs met as adequately as the needs of nondisabled students are met, shall be delineated, along with their placement, in a Section 504 Plan (Form 2260.01A F13). Parents/guardians/custodians ("parents") are invited and encouraged to participate fully in the evaluation process and development of a Section 504 Plan.

The Board is committed to educating (or providing for the education of) each qualified person with a disability who resides within the District with persons who are not disabled to the maximum extent appropriate. Generally, the District will place a person with a disability in the regular educational environment unless it is demonstrated that the education of the person in the regular environment, even with the use of supplementary aids and services cannot be achieved satisfactorily. If the District places a person in a setting other than the regular educational environment, it shall take into account the proximity of the alternate setting to the person's home.

The Board will provide non-academic extracurricular services and activities in such a manner as is necessary to afford qualified persons with disabilities an equal opportunity for participation in such services and activities. Non-academic and extracurricular services and activities may include counseling services, physical recreational athletics, transportation, health services, recreational activities, special interests groups or clubs sponsored by the District, referrals to agencies that provide assistance to persons with disabilities, and employment of students. In providing or arranging for the provision of meals and recess periods,

and non-academic and extracurricular services and activities, including those listed above, the District will verify that persons with disabilities participate with persons without disabilities in such services and activities to the maximum extent appropriate.

Use the link [Alliance City Schools Board of Education Policies](#) to see the full board policy code po2260.01

Any student enrolled in the District may choose to engage in religious expression before, during, or after school hours in the same manner and to the same extent that a student is permitted to engage in secular activities or expression. However, no student will be required to participate in any religious expression or activities.

## **DELAYED START DAYS**

Due to inclement weather the district will determine a Delayed Start. This is to allow roads to be treated and for students to be safely transported to school. Please note your child's bus and school start time will both be delayed. Students and families will be notified by All Call, ACS Facebook and Twitter. The following TV Stations : Channel, 5,3,9,19, and 11. Radio Stations: WDPN 1310, WHBC 1480. WHBC 94.1

## **EARLY DISMISSAL DAYS**

ACS provides teachers and support staff on-going professional development throughout the school year. On Early Dismissal Days all students will be served lunch according to the Early Release Bell Schedule. The following dates are scheduled for Early Dismissal for the 2023-2024 school year:

Friday, October 20, 2023  
Thursday, January 11, 2024  
Friday, March 15, 2024

## **Test Windows for 2023-2024**

**Any student involved in athletics, band, choir, or orchestra, who is not on track to meet their 18 point graduation requirement, must attend the summer intervention and testing program in order to remain eligible for these activities in the following school year.**

### **Ohio's State Tests in English Language Arts, Mathematics, Science and Social Studies**

Fall, 2023: All Subjects: November 27, 2023 thru January 12, 2024  
Spring, 2024: English Language Arts: 3/25/2024 thru 4/26/2024  
Spring, 2024: Math, Science, Social Studies: 4/1/2024 thru 5/10/2024  
Summer, 2024: All Subjects: 6/24/2024 thru 7/05/2024

## Alliance City School District 2023-2024 Calendar

<b>August, 2023</b>  16 - Teacher PD Day/Convocation - No stud 17 - Teacher PD Day - No students 18 - Teacher Work Day - No students 21 - First Student Day	<table><tr><th colspan="7">AUGUST 2023</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr></table>	AUGUST 2023							S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<table><tr><th colspan="7">FEBRUARY 2024</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td></td></tr></table>	FEBRUARY 2024							S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		<b>February, 2024</b>  19 - Presidents' Day - No school														
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<b>January, 2024</b>  1&2 - New Year's Day Obs - No school 11 - Early Dismissal/End Sem (46 days) 12 - Teacher Work Day - No students 15 - MLK, Jr. Day - No school	<table><tr><th colspan="7">JANUARY 2024</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table>	JANUARY 2024							S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<table><tr><th colspan="7">JULY 2024</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table>	JULY 2024							S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<b>SCHOOL HRS @ ACS (175 days)</b>  K-1: 1079.17 hrs (6.17 hr/day) 2-5: 1137.50 hrs (6.5 hr/day) 6-8: 1137.50 hr (6.5 hr/day) 9-12: 1085.0 hrs (6.2 hr/day)														
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- No School
- Teacher Day/No Students
- First/Last Student Day



- Early Dismissal
  - Teacher Exchange Day
- 175 student days/185 teacher days



# AHS Staff Name Directory

Adams, Abigail  
Armstead, Jennifer  
Barker, Erin  
Barnes, Thomas  
Barr, Stephanie  
Bearss, Julie  
Billingsley, Kevin  
Blake, Abbey  
Boehlke, Brianna  
Boehm, Nicolle  
Bowling, Joss  
Breedon, Stacey  
Brown, Christine  
Cabassa, Steve  
Calvin, Jenell  
Chunat, Carrie  
Ciavarelli, Andrea  
Collins, Deana  
Conway, Diane  
Cullen, Erin  
Davis, Elizabeth  
Davis, Josh  
DeMonte, Audrey  
Fast, Lynn  
Fein, Ingrid  
Fleischer, Corey  
Fontaine, Shaun  
Fountain, Robert  
Fuson, Steve  
Goodman, Timothy  
Graffice, Jeff  
Grisez, Troy  
Herdman, Jennifer  
Hoffmeyer, Heidi  
Holub, Nancy  
Hughes, Joe  
Howell, Cherie  
Kauth, Mary  
Kinser, Jenni Jo  
Kirby, Teri  
Krager, Will  
Kukura, Larry  
Kuntzman, Kristen  
Large, Abby  
Latsch, Amy  
Lipply, Coty  
Long, Aaron  
Marchick, John

McDermitt, Maria  
McFarland, Kaylen  
McKnight, Stephanie  
McMillen, Teresa  
Merda, Amy  
Milburn, MiKayla  
Miller, Amy  
Miller, Terri  
Morrison, Allison  
Neidlinger, Deanna  
Norris, Katherine  
Owens, Lucinda  
Patti, Amber  
Pennington, Janene  
Peters, Eric  
Phillips, Teresa  
Pisanello, Mark  
Podlogar, Samantha  
Popio, Victoria  
Priest, Meredith  
Quicci, Rob  
Rossetti, Michael  
Rummell, Hope  
Scanlon, Lisa  
Schillig, Chris  
Shaffer, Mariah  
Shar, Chelsea  
Sheak, Billy  
Shields, Diane  
Shively, Chris  
Shonk, Lori  
Simenc, Emily  
Skidmore, Brian  
Smith, Maureen  
Sponseller, Andrea  
Stanley, Connie  
Tanner, Ashley  
Triner, Tyler  
Watson-Kirby, Isaiah  
Webster, Donna  
Weisel, Brenda  
Winner, Josh  
Woodford, Kristy  
Woodruff, Kimberly  
Yarian, Phillip