

Student Code of Conduct 2018-2019

Student Discipline Code: Reference Section 3313.66 OHIO REVISED CODE

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law affecting students. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all students of the District.

Respect for real and personal property; pride in one's work; achievement within the range of one's ability; and exemplary personal standards of courtesy, decency, and honesty shall be maintained by all students.

It is the responsibility of students, teachers, and administrators to maintain a classroom environment that:

1. Allows teachers to communicate effectively with all students in the class;
2. Allows all students in the class the opportunity to learn;
3. Has consequences that are fair and developmentally appropriate;
4. Considers the student and the circumstances of the situation; and
5. Enforces the student Code of Conduct/Student Discipline Code accordingly.

Students of the District must conform to school regulations and accept directions from authorized school personnel.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or off school property at school-related events is subject to student discipline.

Students may be subject to discipline for violation of the Student Code of Conduct/Student Discipline Code even if that conduct occurs on property not owned or controlled by the District but that is connected to activities or incidents that have occurred on property owned or controlled by the District, or conduct that, regardless of where it occurs, is directed at a District official or employee, or the property of such official or employee.

Students and parents will have access to written information on the rules and regulations to which they are subject while in school or participating in any school-related activity or event (the Student Code of Conduct/Student Discipline Code). The information will include the types of conduct that are subject to suspension or expulsion from school and other forms of disciplinary action. The Board directs the administration, through its teaching staff, to review carefully with students the Student Code of Conduct/Student Discipline Code to make them aware of the Code itself and the fact that any violations of the Student Code of Conduct/Student Discipline Code are punishable. The review shall take place during the first week of school (or a new student's first week of attendance).

If a student violates this policy or the Student Code of Conduct/Student Discipline Code, school personnel, students or parents should report the student to the appropriate building administrator. Parents may contact the appropriate building administrator if they have information related to, knowledge of, or witness a violation of this policy or the Student Code of Conduct/Student Discipline Code. In order to reduce repeat offenses, a building administrator or designee may meet with a student returning from an out-of-school suspension in excess of five days to discuss, clarify and reiterate the District's expectations concerning the student's conduct/behavior.

The administration cooperates in any prosecution pursuant to the criminal laws of the State of Ohio and local ordinances.

Teachers are responsible for the maintenance of the educational process, the safety and well-being of each student, and the school equipment and property under their jurisdiction. They may make reasonable rules, which serve a valid educational purpose. These written rules, when approved by the administration and provided to each student, become an addendum to the student conduct code for Greene County Vocational School District. However, it is recognized that administrators have the right to require that practices be modified when they are demonstrated to be ineffective, inappropriate, or abusive to students.

The administration has made every attempt to develop rules and regulations in the “Code of Student Conduct” which would address most of the situations occurring at school.

If a situation occurs which is not covered in the “Code of Student Conduct,” it is the responsibility of the administration to take prudent and responsible action to protect the educational process from disruption and/or the safety and welfare of students and staff.

Plagiarism Policy

Rationale

The faculty at Greene County Career Center is committed to teaching students how to become ethical users of information and ideas. It is our responsibility not only to educate students in the research process and mechanics of writing and proper documentation, but also to hold these students accountable for honest work. Whether an assigned project is in a visual, written or spoken format, students are expected to accurately reference all sources of information consulted for the project. Plagiarism is regarded as a serious offense and will not be tolerated by Greene County Career Center or any other institution of higher learning. It is an expectation that all departments and students adhere to and enforce this policy. Students will be provided a software tool for checking their assignments against a plagiarism database to assist compliance.

Definition of Plagiarism

- The submitting of original work that previously received credit for another course
- Copying of another person’s ideas and/or works, whether intentional or not, in whole or in part, from a print or non-print source, and using those ideas or works as one’s own
- Deliberate and/or consistent lack of proper documentation and citation in the project or paper
- In-text documentation that is not reflected in the Works Cited / References / Bibliography page

Student Responsibilities

- Submit authentic work
- Follow the project instructions and deadlines assigned by the teacher
- Ask questions and seek help from appropriate persons (teachers, Media Specialist, peers)
- Follow teacher’s direction, APA, MLA, or other style guide
- Cite in-text or in-project sources correctly and accurately
- Format Works Cited / References / Bibliography pages correctly and accurately

Teacher Responsibilities

Greene County Career Center teachers are to provide the following at the beginning of the paper or project:

- An assignment sheet with detailed instructions and/or
- A rubric or expectation sheet outlining assessment at all points of the process and for the final product
- Assisting students who are having difficulty in the location and evaluation of information

- Assisting students in how to manage time and deadlines throughout the research process
- Assisting students with formatting and composing the project or paper

Plagiarism Violations

If a teacher has sufficient reason to believe that a student has plagiarized, the teacher must confer with another teacher in the department for a second opinion. Once decided then the teacher will talk with the student.

Plagiarism Reversal Plan

In all cases of plagiarism a teacher will request that a student resubmits a corrected assignment. It is up to the teacher to decide if a grade reduction will be enforced. If plagiarism is found in the corrected assignment the student will receive a zero grade for that assignment and a call will be made home.

Plagiarism Discipline Plan

If a student refuses to resubmit an assignment after a teacher has given them the chance to correct it they will receive a zero for the grade and a call will be placed to the parent/guardian.

Students who develop a repeated history of plagiarism and refusal to correct it will ultimately be tracked by office referrals. Administration will deal with the infraction in accordance with policies outlined in the student handbook.

Zero Tolerance

The Board has “zero tolerance” for violent, disruptive, or inappropriate behavior by its students; i.e. the Board will not tolerate violent, disruptive or inappropriate behavior by its students on school property or at interscholastic competitions, extracurricular events, or any program or activity sponsored by the Board or in which the Board is a participant. The Board also has a “zero tolerance” for student misconduct, regardless of where it occurs, that is directed at a District official or employee or the property of a District official or employee. Such behavior is prohibited as set forth in the Student Code of Conduct. The Board also has a "zero tolerance" for excessive truancy, and truancy from school will result in disciplinary action as set forth in the Board's Student Attendance Regulation.

A student may be expelled for one (1) year if he/she engages in conduct that causes serious physical injury to persons or property, would be a criminal act if committed by an adult, and occurs on school property or at interscholastic competitions, extracurricular events, or any program or activity sponsored by the Board or in which the Board is a participant.

Positive Behavior Intervention and Supports (PBIS)

The District implements PBIS on a system wide basis. The Board directs the Superintendent/designee to develop a PBIS system that is consistent with the components set forth in the State Board of Education’s (SBOE) policy on positive behavior interventions and supports. The District encourages family involvement as an integral part of its PBIS system.

PBIS is a general education initiative, supporting all children and youth. The Office of Special Education Programs (OSEP) Center on Positive Behavioral Interventions & Supports defines PBIS as: *a decision making framework that guides selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students.*

In general, PBIS emphasizes four integrated elements: data for decision making, measurable outcomes supported and evaluated by data, practices with evidence that these outcomes are achievable, and systems that efficiently and effectively support implementation of these practices. The goal of PBIS at The Greene

County Career Center is creating a supportive environment for all students behaviorally and academically through the use of data, teacher input, and family input to guide all students on the path to success. Greene County Career Center has set forth expectations that are the same for every student and are framed around our three “foundations”: Be Respectful, Be Impactful, and Show Self-Control. Students are taught these expectations from the moment they enter our district and we reinforce the expectations throughout the year with “booster” activities. We recognize students for upholding our expectations throughout the year with positive referrals, breakfast club, quarterly incentives, honor roll celebrations, and teacher created rewards throughout the year.

Student Behavior Expectations

1. Be Respectful, Be Impactful, and Show Self-Control.
2. Students and staff will demonstrate self-respect, respect for others and respect for all things in their environment.
3. A safe and productive learning environment will be maintained for all individuals at school and at school-related activities.
4. Conflicts will be handled without the use of violence or threats of violence and with respect for the rights of all.
5. Students will be expected to be on task at all times while in the classroom, lab, or at other learning activities.
6. Staff will provide learning opportunities for misbehaving students with support from parents and guardians.
7. Staff, students, and parents will assist misbehaving students to change their unacceptable behavior into acceptable behavior.

Positive Behavior Referrals

In order to promote positive behavior and a culture of positive relationships, teachers have the ability to give students a positive behavior referral. Students who receive a positive behavior referral may be eligible for rewards and a letter will be sent to the parent, guardian or custodian notifying them that their student received a positive behavior referral and what they did to earn it.

Disciplinary Procedures:

Disciplinary actions may include but are not limited to the following, which are not required to be used consecutively. Administration follows a progressive discipline plan in which continued offenses will result in more severe consequences.

From least to most severe

1. Looking in the direction of the misbehavior
2. Walking toward the direction of the misbehavior.
3. Verbal correction cues
4. Informal talk
5. Parent contact
6. Teacher initiated conference
7. Detention
8. Administrator initiated conference
9. Referral to administrator
10. Apology to others involved
11. Clean, repair, etc., area and/or equipment
12. Restitution
13. Emergency removal to ISS for the remainder of the period

14. Intervention (Social Worker, drug/alcohol counselors, anger management, parenting class for parents of student offender, etc.)
15. Exclusion from field trips, contests, or other activities including partner school activities
16. Withdrawn from leadership roles, holding office, etc.
17. Behavior contract
18. In-School Suspension (ISS)
19. Parent, teacher, administrator conference
20. Loss of Internet privileges for the remainder of the year
21. Loss of computer privileges for the remainder of the year
22. Loss of driving privileges
23. Loss of cell phone privileges
24. Notification of local law enforcement
25. Vehicle towed
26. Alternative school (on- or off-site)
27. Out-of-School Suspension (OSS)
28. Expulsion
29. Permanent exclusion per state law.

Any student disciplined by an employee of this Board which results in out-of-school suspension or expulsion shall have the right to notice of the infraction and a hearing before the student is disciplined, and may appeal the determination thereof.

Prohibition from Extracurricular Activities

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

Teachers are authorized to establish criteria for student participation in field trips and other special one-time classroom or student activities, which take place outside the regular school day, and for which the teachers are responsible. Such criteria are subject to review and approval by the Director or other administrator.

Detention

Teachers choosing to use detention as a form of discipline in their classrooms will be responsible for supervising their own detention periods or may assign student to the detention room if the detention increment is the same as office assigned detentions (40 minutes). Detention is to be served the following school day or as directed by a person assigning detention. Students must have at least 24 hours' notice to make transportation arrangements. If a student is asked to report before school or to remain after school for detention, meeting that obligation is the student's first responsibility. Teacher-issued detentions typically terminate no later than 3:15 p.m. daily. Failure to report for an assigned detention will result in more severe disciplinary consequences as determined by administration. Teacher detention is a disciplinary issue that needs to be resolved between the student/teacher/parent or guardian, and needs to be resolved at that level.

If student is absent the day of assigned detention, the student will serve detention on the day he/she returns to school. School detention will be held every school day from 7:10 a.m. to 7:50 a.m. and 2:15 p.m. to 2:55 p.m. In case of GCCC delay or early dismissal, starting time for detention will be moved accordingly (e.g., on a 2-hour delay, detention will begin at 9:10 a.m.).

Rules for Detention

1. Students will not have access to lockers, restrooms, or any other area of the building during or after detention. Failure to leave the building or wait in the front for a ride after serving detention may result in disciplinary consequences.
2. Talking, leaving seat without permission, horseplay, sleeping, or putting head down on desk or use of cell phone will not be tolerated. Violation could result in a student being sent home with an additional detention or other disciplinary consequences.
3. Failure to serve a teacher assigned detention will result in administrative referral.

Emergency Removal

Emergency removal shall be the exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an on-going threat of disrupting the educational process within that class period. All students being emergency removed must be sent to the main office before assignment of ISS.

In-School Suspension

In-school suspension (ISS) is the removal of a student by district administration from the normal schedule of classes and activities with reassignment to special programming within the school. A student will receive credit for satisfactory work performed during in-school suspension.

1. Students may be able to schedule laboratory make-up work (before/after school) for credit at the discretion of the career-technical teacher. Some lab work may not be able to be made up.
2. Students will be permitted to complete assigned work from classroom teachers for credit. Assignments completed in ISS must be turned into the classroom teacher immediately following the completion of ISS days assigned.
3. Students must be on time and report to the ISS room before the 8:00 a.m. bell.
4. Students will be on task with school-related work at all times. If a student does not bring work, ISS monitor will assign work. Student will be responsible for keeping up with all school assignments missed while in ISS.
5. Students must have the necessary material to begin working—pencil, paper, Yoga, etc. Reading material needs to be approved by ISS monitor. No magazines allowed.
6. Students will work in silence at all times, no sleeping, and no talking and no cell phones used. There is no off-task time in ISS.
7. Personal listening devices are not permitted without permission.
8. All program dress code rules apply to students in ISS.
9. No placing or receiving phone calls. Cell phones **MUST** be turned off while in ISS.
10. No participating in any school activity, unless approved by administration.
11. Students will eat lunch in ISS.
12. Students will have one restroom break in the a.m. and p.m.
13. No talking or communicating with any other student at any time.
14. Students will stay in assigned study area at all times and keep it clean.
15. No ½ day dismissal for advanced job placement or apprenticeship is allowed.
16. Obey all school and other posted rules for ISS. Violation of school or ISS rules may result in additional ISS time, court action, out-of-school suspension, or expulsion.
17. ISS days are to be served consecutively until complete. If absent on day ISS is assigned, the day will be served on the next day of attendance.

Failure to attend ISS on day assigned must have prior written approval from administration or may result in assignment of additional ISS.

Out-of-School Suspension

Suspension shall be the temporary exclusion of a student by the Superintendent, Director, or any other administrator from the District's instructional program for a period not to exceed ten (10) school days. Suspension may extend beyond the current school year, if at the time a suspension is imposed, fewer than ten (10) days remain in the school year. Any or all of the period of suspension may be applied to the following year.

Students on out-of-school suspension are not permitted on school grounds and are not permitted at any school related activity until the next school day following the completion of the suspension/expulsion, unless given permission by the Director. If the school is closed for a calamity day, the OSS day will be extended.

Out-of-School Suspension is considered an unexcused absence, and credit for make-up work will be given if work is completed satisfactorily within timelines established by the teacher.

Expulsion

Expulsion shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place, or for one (1) year as specifically provided in this policy, and the Student Code of Conduct/Student Discipline Code. Only the Superintendent may expel a student. Students who are expelled from the Greene County Career Center will not be able to return or re-enroll in the Greene County Career Center. Student must contact their home district for re-enrollment or re-admittance procedures. While under expulsion, a student may not re-enroll at the partner high school.

Permanent Exclusion

In accordance with the law, the Board of Education may seek to permanently exclude a student, sixteen (16) years of age or older, who has been convicted of or adjudicated delinquent for the reason of the following offenses:

1. carrying a concealed weapon or conveying or possessing a deadly weapon or dangerous ordinance on property owned or controlled by a board of education or at an activity held under the auspices of this Board
2. possessing, selling, or offering to sell a controlled substances on property owned or controlled by a board of education or at an activity under the auspices of this Board
3. rape, gross sexual imposition or felonious sexual penetration
4. aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, or aggravated assault
5. complicity to commit any of the above offenses, regardless of where the complicity occurred.

A student may be suspended or expelled prior to being permanently excluded.

Due Process Rights

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the Board's disciplinary procedures.

To better ensure appropriate due process is provided a student, the Board establishes the following guidelines:

Students Subject to Suspension

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

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

Appeal of Suspension to the Board or its Designee

The student who is eighteen (18) years of age or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee by delivering written notice to the Superintendent within five (5) days of receiving notice of suspension. They may be represented in all such appeal proceedings.

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

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed in writing with the Treasurer or the Superintendent within five (5) days after the notice to suspend.

Appeal of Suspension to the Court

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

Students Subject to Expulsion

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

1. The Superintendent will give the student and parent, guardian or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days or later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.
3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board of Education or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee; such notice of appeal shall be filed in writing with the Treasurer of the Board or the Superintendent within five (5) calendar days after the date of the notice to expel. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

Appeal of Expulsion to the Board

A student who is 18 or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board of Education or its designee by delivering written notice to the Superintendent within fourteen (14) days of receiving notice of the expulsion. The Student and/or his/her parent(s) or guardian(s) may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee. A verbatim record will be kept of the hearing that may be held in executive session at the request of the student, parent or guardian.

The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent. Notice of intent to appeal must be filed within ten (10) school days of the Superintendent's decision to expel to the Board directly or through the Superintendent's office. While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal of Expulsion to the Court

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

The student and/or his/her parent or guardian shall be provided a brief description of the student's rights and of the hearing procedure. Any hearing before the Superintendent shall be conducted in private. Any hearing before the Board may be conducted in private, unless the student or parents request otherwise, but the Board must act in public.

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

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

Suspension and Expulsion of Students with Disabilities

Students with disabilities may be suspended during a school year for not more than a total of ten (10) days or expelled only after the administration has made the following determinations:

1. The student has been appropriately placed;

2. That the IEP (Individualized Education Plan) is reviewed for the disability;
3. That there is no causal relationship between the misconduct giving rise to the discipline and the student's disability.

Educational Placement and Alternatives

If your child is removed from his or her current educational placement for violating school district rules for fewer than 10 consecutive school days, the district does not have to provide your child special education services during that time. If your child is removed from school for more than 10 consecutive school days, the school must continue to provide your child with special education services, even if it is in another educational setting (for example, another classroom, building, or at the student's home).

If the school district removes your child from his/her current placement for more than 10 consecutive school days in the same school year, it is considered a change of your child's educational placement.

If the school district has removed your child from his or her current educational placement on separate occasions (a series of removals) that add up to more than 10 days in a school year, the district must determine if those removals constitute a change of your child's educational placement. In making this determination, the district must consider the following factors:

- Length of each time your child was removed;
- Total amount of time your child was removed;
- How close together the removals were; and
- Similarity of your child's behavior to his or her behavior in prior incidents in which your child was removed.

When changing a child's educational placement because your child did not follow school rules, the school district, parent and appropriate members of the IEP team must meet to make a manifestation determination review. The purpose of the manifestation determination review is to determine if your child's behavior was caused by or had a direct and substantial relationship to your child's disability.

Select Applications of the Student Code of Conduct:

Use or Possession of Tobacco by Students

The use or possession of tobacco in any form including and not limited to, cigarettes, electronic, "vapor", or other substitute forms of cigarettes, cigars and cigarillos, hookah smoke products, pipes, oral products (e.g., spit and spit-less, smokeless, chew, snuff" and nasal products (e.g. snus) and look-alike products intended to mimic tobacco/nicotine products are not permitted.

Paraphernalia includes but is not limited to devices used to conceal, inject, ingest, inhale or otherwise introduce into the body a tobacco/nicotine product. Also included are rolling papers, items used to ignite tobacco, and items for use with a look-a-like product including and not limited to, electronic cigarettes or hookah smoke products, or parts of these products.

Possession includes but is not limited to: devices or products found to be; on the person, with personal items, in a locker, or in a vehicle on school property. Also, the intent to introduce into the body, (ex: a cigarette in the hand or in the process of putting a device or product in the mouth, smoke/vapor coming from the mouth, or spitting of a tobacco/nicotine containing product).

The Surgeon General has determined that use of tobacco is dangerous to your health. Therefore, the Greene County Career Center Board of Education has adopted a policy that secondary students shall not possess, consume, purchase, or attempt to purchase and/or use tobacco products in school buildings, on school grounds, on school buses or vehicles, and at any interscholastic competition, extracurricular event, or other school-sponsored activity. No smoking is permitted in vehicles while on school property. Students who serve as "lookouts" will receive the same discipline as those students who are smoking.

Students should be aware if there is smoke in the restroom, they could be disciplined based on evidence, due process and investigation.

- 1st offense - 3 days Out-of-School Suspension**
- 2nd offense - 5 days Out-of-School Suspension**
- 3rd offense - 10days Out-of-School Suspension with recommendation for expulsion**

Student Drug Abuse

The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community.

For purposes of this policy, "drugs" shall mean:

1. All dangerous controlled substances as so designated and prohibited by Ohio Statute;
2. All chemicals which release toxic vapors;
3. All alcoholic beverages;
4. Any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
5. Anabolic steroids;
6. Any substance that is a "look-alike" to any of the above.

The Board prohibits:

1. The use, possession, concealment, sale, purchase or distribution of any drug or any drug-related paraphernalia as the term is defined by law, on school grounds, on school vehicles, and at any school-sponsored event, or
2. The solicitation, or facilitation or participation in the use, possession, concealment, sale, purchase, or distribution of any drug or any drug-related paraphernalia as the term is defined by law, on school grounds, on school vehicles, and at any school-sponsored event.

It further establishes a drug-free zone within 1,000 feet of any facility used by the District for educational purposes. The Superintendent shall prepare guidelines for the identification, amelioration, and regulation of drug use in the schools. Students who have the odor of alcohol/drugs on or about their person or clothes may be disciplined under this policy.

Consequences for Violation of Drug Abuse Policy

Once it has been determined there has been a violation of the drug abuse policy, the following procedures will be followed:

Procedures:

1. The student will be suspended for ten (10) days in compliance with due process procedures.
2. A recommendation will be made to the Superintendent that the student be expelled from school.
3. Charges will be filed with the Sheriff's Department against the student for possession and/or use of narcotics, alcohol, or illegal drugs.

Gang Related Activity and Behavior

Students displaying or engaging in any kind of gang related activities will be subject to immediate discipline up to and including 10 day out-of-school suspension with recommendation for expulsion.

Care of District Property

The Board of Education believes that the educational program should help students learn to respect property and develop feelings of pride in community institutions.

The Board charges each student of this District with the responsibility for the proper care of District property and the school supplies and equipment entrusted to his/her use. A reward may be offered by the Board for apprehending any person who vandalizes District property.

The Board reserves the right to offer a reward to persons other than District employees and their immediate family for information leading to the arrest and conviction of any person who commits any violation of law on property owned or under the control or management of the Board.

In accordance with law, students who cause damage to District property shall be subject to disciplinary measures, and their parents shall be financially liable for such damage to the extent of the law, except that students over eighteen (18) years of age shall also be liable for damage they cause.

The Board authorizes the imposition of fines for the loss, damage or destruction of district equipment, apparatus, musical instruments, library material, textbooks, and for damage to District buildings. The Board may enforce the payment of such fees and charges by withholding the grades and credits of the pupils concerned.

The Board shall report to the appropriate juvenile authorities any student whose damage of District property has been serious or chronic in nature.

Damage to Private Property

A student shall not cause or attempt to cause damage to private property on school premises or at any school activity on or off school grounds. Students assume all responsibility for items brought to school and bring them at their own risk. School is not responsible for any damage done to personal property.

Vandalism

Any student found guilty of any form of vandalism or defacement of school property may be subject to suspension or expulsion. Parents and students will be made aware of the legal implications involved. Parents are liable up to the amount provided by law for the willful destruction of property by a minor in their custody or control.

Search and Seizure

The Board of Education recognizes that the privacy of students or their belongings may not be violated by unreasonable search and seizure and directs that a student may be searched with reasonable suspicion and in reasonable manner.

This authorization to search shall apply to all situations in which the student is under the jurisdiction of the Board.

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. Such spaces remain the property of the Board and, in accordance with law, may be the subject of random search. Where locks are provided for such places, students may lock them against incursion by other students, but in no such places shall students have such an expectation of privacy as to prevent examination by a school official. The Board permits the school administrators to conduct a routine inspection of all storage places.

School authorities are charged with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search the person or property, including vehicles, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or of school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's

age. Administrators are permitted to conduct a random search of any student's locker and its contents at any time.

Student computer/Internet network accounts are the property of the school. School administrators retain the right to search network accounts and contents at any time.

Administrators are authorized to arrange for a breath-test instrument for the purpose of determining if a student has consumed an alcoholic beverage. It is not necessary for the test to determine blood-alcohol level, since the Board has established a zero tolerance for alcohol use.

The Board also authorizes the use of canines, trained in detecting the presence of drugs or illegal or explosive devices. Canine detection must be conducted in collaboration with law enforcement authorities or with organizations certified in canine detection.

Search of a student's person or intimate personal belongings shall be conducted by a person of the student's gender, in the presence of another staff member of the same gender, and only in exceptional circumstances when the health or safety of the student or of others is immediately threatened.

Dress Code Violations

Any student in violation will be given the opportunity to correct the problem immediately after school begins. If they are unable to do so, they should be removed to In-School Suspension until the problem can be corrected or for the remainder of the school day. Students will not be permitted to go home to change; parents will be contacted to drop off proper dress to the school. Students who are repeatedly in violation of dress code, or who intentionally violate dress code after having been in compliance earlier in the day, will be referred to the office for insubordination. Program teachers will make the determination for their students regarding questions of appropriate attire for uniforms designated by the program teacher. If the program teacher is unable to make that decision, the program supervisor will make the final decision. Any concern regarding the general dress code regulations should be referred to administration.

Student Conduct on School Buses

1. It is the right and privilege for Greene County Career Center students to be transported to Greene County Career Center from their partner high school (or place of departure) on school buses.
2. All rules and regulations of their partner school shall apply.
3. The Superintendent or designee will cooperate with administration and bus drivers as requested.

Suspension of Bus Riding/Transportation Privileges

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

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

Suspension and Revocation of Licenses of Minors

Driving privileges may be denied, suspended, and/or revoked under Section 4507.061 of the Ohio Revised Code, for ten (10) consecutive absences or fifteen (15) days absence in any school term or semester. The Superintendent of Schools may request this action for one of the following reasons: absent without legitimate excuse from the school you are to attend for more than ten (10) consecutive

school days or for at least fifteen (15) total school days during a term or semester; OR withdrawn from school; OR suspended or expelled for the use or possession of alcohol and/or a drug abuse.

Violation of the Law and Unacceptable Behavior

1. **Violations of the Law:** It is expected that Greene County Career Center students exhibit good citizenship practices and abide by the current statutes of the State of Ohio. Local law enforcement agencies may be called to assist investigations. Such assistance may include, but are not limited to, the use of canines or more discreet forms of investigation.
2. **Delinquent Bills, Fees, Fines:** Students are required to pay for outstanding school financial obligations. Parents will be notified of delinquencies and of obligation for payment. No records will be released until all obligations have been met.
3. **Gambling:** The school leadership discourages the playing of gambling or risk games by students. Since these are often the source of contentions and strife, the restraint from their use at school is expected. Gambling material will be confiscated, and the student may be suspended pending a parent conference.
4. **Underground Student Activities and Secret Societies:** Underground student activities and secret societies are prohibited.

Defiance of Teacher Authority, School Authority and Insubordination

1. **Teacher Rule Violation:** A student shall not violate reasonable rules properly established for the conduct of a specific career preparation program or class.
2. **Defiance of School Authority:** A student shall comply with school rules and regulations, directions of teachers, student teachers, substitute teachers, teacher assistants, or any other authorized school personnel during any period of time when the student is properly under the authority of the school personnel or on school property.
3. **Insubordination:** A student shall not disregard or refuse to obey directions or instructions given by school personnel during any period of time when the student is properly under the authority of school personnel or on school property. Any action judged by school officials to involve misconduct and not specifically mentioned in another section may be dealt with as insubordination.
4. **Falsification of Information - Verbal and Written or Electronic:** Falsification of either written or verbal information will be considered intentional defiance of school authority.

Bullying and Other Forms of Aggressive Behavior

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. Aggressive behavior 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. The Board will not tolerate any gestures, comments, threats, or actions that cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, where students are under the school's control, or where an employee is engaged in school business.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional wellbeing. 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, sexting, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Any student who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building Director, Superintendent, or other staff member. Complaints against the Director should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Cyberbullying

Students are prohibited from engaging in cyberbullying. Cyberbullying is defined as intimidation or assaults towards a student, teacher, district employee, volunteer, contractor or other school personnel through electronic means. Cyberbullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures/images or web site postings including blogs. Sending threatening messages through electronic means may be a felony offense subject to criminal prosecution. Students who engage in cyberbullying may be referred to police and/or other agencies. Students will be subject to discipline for cyberbullying which occurs outside of school if there is a reasonable likelihood that the cyberbullying will cause, or has caused disruption of the educational process.

Student Hazing

Hazing activities of any type are inconsistent with and disruptive to the educational process and prohibited at any time in school facilities, on school property, and/or off school property if the misconduct is connected to activities or incidents that have occurred on school property. No administrator, faculty member, or other Board of Education employee shall encourage, permit, authorize, condone, or tolerate any hazing activities. No student shall plan, encourage or engage in any hazing.

Hazing is defined as performing any act or coercing another, including the victim, to perform any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Harassment

The Board of Education recognizes that a student has the right to learn in an environment untainted by sexual or other forms of harassment or discrimination. Offensive conduct which has the purpose or effect of unreasonable interfering with learning performance or creating an intimidating, hostile, discriminatory, or offensive learning environment disrupts the educational process and impedes the legitimate pedagogical concerns of the District.

Prohibited conduct includes that which has the purpose or effect of creating an intimidating, hostile, discriminatory, or offensive learning environment on the basis of gender, religion, race, color, national origin, age, disability, and/or any other characteristic.

The harassment of a student by a school employee, another student, or third party is strictly forbidden. Harassment by a student of a school employee or another student is strictly forbidden. Any student who is found to have harassed a school employee or another student will be subject to discipline including suspension in accordance with law and the Code of Conduct.

Any student who believes that he/she is the victim of verbal, non-verbal, or physical harassment or has observed such actions taken by another student, staff member, or other persons associated with the district, or by third parties, should promptly take the following steps:

Alleged Discrimination and Harassment Grievance Procedures

It is recommended that the grievant attempt to resolve the alleged discrimination or harassment complaint informally at the supervisor level within five (5) days of the date the incident occurred. The Supervisor will notify the TitleIX/504 Coordinator of any discrimination or harassment complaints. If the alleged discrimination/harassment complaint cannot be resolved informally by the Supervisor, the following procedure shall be followed:

Step 1. An alleged formal discrimination grievance/harassment complaint shall be made to administration within ten (10) working days of the date the incident occurred. A formal conference will be arranged to discuss the alleged discrimination/harassment and to determine reasonable solution. A copy of the discrimination/harassment complaint must be forwarded to the District Title IX/504 Coordinator.

Step 2. If the issue is not resolved at Step 1, the decision may be appealed to the Title IX or 504 Coordinator, within five (5) working days. A conference/investigation will be held with involved personnel in the alleged act of discrimination/harassment. (Both of these titles include Title VI.)

Title IX/504 Grievance Officer

Dr. Pamela Downing, Director of Secondary Education
Greene County Career Center
2960 W. Enon Road, Xenia, Ohio 45385
(937) 372-6941 or 426-6636

Step 3. If the issue is not resolved at Step 2, the decision may be appealed to the district's Superintendent who functions as the final mediator at the local level.

Step 4. If the alleged issue is not resolved at Step 3, it may be forwarded to the Office of Civil Rights, U.S. Department of Education, OCR, Bank One Center, 600 Superior Ave. East, Suite 750, Cleveland, Ohio 44114-2611.

Complaints may be handled through the District's procedure stated above or may be filed directly with the U.S. Department of Education, Team Leader, Office for Civil Rights, 600 Superior Avenue East, Suite 750 Bank One Centre, Cleveland, Ohio 44104-2611 in lieu of the district procedure.

PDA – Public Display of Affection

Public displays of affection (PDA) such as kissing, embracing, and other physical contact of this manner are in poor taste and do not have a place in the hallways or any part of the school campus. Students who violate this policy will be subject to disciplinary action.

Sexting

Students are prohibited from engaging in acts of sexting. Sexting is defined as the act of students electronically transmitting or receiving and retaining nude, partially nude, lewd, sexually explicit, or graphic images of themselves or others. Sexting also includes graphic or sexually explicit text or email messages. Electronic transmission may take place through a variety of mediums, including, but not limited to, cell phones, social networking websites, e-mail, I-pods and pagers. Sexting images and videos may constitute child pornography. Creating, possessing or transmitting sexting images may be a criminal offense subject to criminal prosecution. Students who engage in sexting may be referred to police and/or other agencies. Students will be subject to discipline for sexting, which occurs outside of school if there is a reasonable likelihood that the sexting will cause, or has caused a disruption in the educational process.

Sexual Harassment

Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational and work environment. All students have a right to be educated in an environment free from sexual harassment. In addition, all persons coming in contact with the District have a right to experience an environment free from sexual harassment.

The Greene County Vocational School District Board of Education prohibits sexual harassment of or by any student or Board employee. This prohibition encompasses sexual harassment, which may occur between students, between a student and an employee, or between a student and a member of the public coming in contact with the District. This Policy applies to conduct during and relating to school and school-sponsored activities.

Definition of Sexual Harassment

Sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's academic development, status, or progress;
2. Submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting the individual;
3. Such conduct has the purpose or effect of unreasonably interfering with or having a negative impact on the individual's academic performance, or of creating an intimidating, hostile or offensive educational environment for the individual; or
4. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding services, honors, programs, opportunities or activities available at or through the school.

Sexual harassment may occur between persons of the same sex or persons of the opposite sex.

Reporting Procedure

The Superintendent shall appoint a Sexual Harassment Grievance Officer who will have the responsibility and authority to investigate all sexual harassment complaints involving Board employees.

Administration has the responsibility and authority to investigate all alleged incidents of student-to-student sexual harassment. The Board encourages and expects any student or employee who feels that he/she has been subjected to sexual harassment to promptly report the incident. Employees should report incidents of sexual harassment to the Sexual Harassment Grievance Officer. Students should report incidents of sexual harassment to any teacher, counselor, or administrator at the school site.

The Superintendent shall develop administrative guidelines for the reporting and investigation of sexual harassment complaints.

School administrators, teachers, and all other Board employees who witness and/or experience sexually harassing conduct are required to report such conduct to the Sexual Harassment Grievance Officer.

All complaints will remain confidential to the maximum extent permitted under law.

Nothing in this reporting procedure shall relieve any Board employee from the reporting obligations under R.C. 2151.421. Any report of sexual harassment of a student by a Board employee must be immediately reported as suspected child abuse.

Investigation

Unless withdrawn by the complainant, all complaints of sexual harassment will be immediately investigated and promptly resolved.

Upon receipt of an allegation of student-to-student sexual harassment, administration will initiate an investigation into the complaint. Upon receipt of an allegation of employee-to-student or student-to-member of the public sexual harassment, the Sexual Harassment Grievance Officer will initiate an investigation into the complaint.

Investigations of alleged incidents of sexual harassment shall be confidential and conducted in a manner that respects the privacy of all parties to the extent permitted by law and to the extent practical and appropriate under the circumstances.

If the investigation yields insufficient evidence to conclude sexual harassment has occurred, the matter will be recorded as unresolved and the parties will be so notified. A written record of the investigation will be maintained by the Board separate and apart from any student or personnel file.

Discipline

Any employee who permits or engages in sexual harassment of any student may be subject to disciplinary action up to and including termination/dismissal.

Any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action up to and including expulsion.

Any employee who receives a complaint of sexual harassment from a student and who does not promptly report the complaint to administration or Sexual Harassment Grievance Officer shall be disciplined appropriately.

The range of discipline for employees includes, but is not limited to: demanding an apology; counseling the parties involved; requiring attendance at appropriate seminars/workshops; issuing an oral or written reprimand; transfer or reassignment; suspension; and recommendation to the Board that the individual against whom the claim is made be discharged.

The range of discipline for student includes, but is not limited to: demanding an apology; issuing an oral or written warning; conducting a conference with the student's parent(s)/guardian(s); detention; in-school suspension; out-of-school suspension; and expulsion.

Rights of Individual Who Is the Subject of a Sexual Harassment Claim

An individual who is the subject of a sexual harassment complaint shall be offered the opportunity to be interviewed by the Sexual Harassment Grievance Officer and to present his/her position with regard to the complaint. The individual is entitled to be accompanied during his/her interview with the Sexual Harassment Grievance Officer by a representative of his/her choice. The individual may also submit his/her response to the complaint in writing.

Retaliation Prohibited

The Board prohibits retaliatory behavior against any complainant or any participant in the complaint process. The initiation of a complaint of sexual harassment will not reflect negatively on the student or employee who initiates the complaint nor will it affect the individual's academic standing or employment status, rights, or privileges.

The Board will not discriminate against, coerce, intimidate, threaten, or interfere with any individual because that individual made a charge, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing pursuant to this Policy, or because that individual exercised, enjoyed, aided, or encouraged any other individual in the exercise or enjoyment of any right granted or protected by this Policy.

Files and Record of Investigation

Sexual harassment complaints and investigation results shall not be made a part of a Board employee's personnel file or a student's academic record unless disciplinary action is taken against the individual.

Dangerous Weapons

The Greene County Vocational School District Board of Education is committed to providing the students of the District with an educational environment, which is free of the dangers of firearms, knives, and other dangerous weapons. The Board will not tolerate the possession of weapons, including a concealed weapon in a school safety zone or other devices designed to inflict serious bodily harm by anyone while on Board property, at interscholastic competitions, at extracurricular events, at any other program or activity sponsored by the School District or in which the District is a participant, or while en route to or from school whether on a school bus, walking, or in a private vehicle.

The definition of a firearm shall include: (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or silencer; or any destructive device (as defined in 18 U.S.C.A. Section 1921), which includes any explosive, incendiary or poisonous gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter (1/4) ounce, mine, or device similar to any of the devices described above; (b) any type of weapon by whatever name known which will, or which may readily be converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half (1/2) inch in diameter; and (c) any combination of parts either designed or intended for use in converting any device into any destructive device described in subparagraph (a) or (b) and from which a destructive device may be readily assembled.

Students are prohibited from bringing a firearm, including a concealed weapon in a school safety zone or knife on school property, in a school vehicle or to any school-sponsored activity, including interscholastic competitions, extracurricular events, or any other program or activity in which the District is a participant. The Superintendent shall expel a student from school for a period of one (1) calendar year for bringing a firearm or knife to a school building or on to any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extra-curricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except that the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. Any student who possesses a firearm or knife, which was initially brought onto property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extracurricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board by another person, may be expelled by the Superintendent, at his/her discretion. In addition, the Superintendent shall notify the appropriate criminal justice or juvenile delinquency authorities if a dangerous weapon is found or is suspected to be in the possession of a Board employee, student, or a visitor.

Matters which might lead to a reduction of the expulsion period include: an incident involving a disabled student and the incident is a manifestation of the disability; the age of the student and its relevance to the punishment; the prior disciplinary history of the student; and/or the intent of the perpetrator.

The definition of a knife includes, but is not limited to, any instrument that possesses a pointed or sharp-edged blade of metal or other rigid material and that is designed for or can be used for cutting, slicing, piercing, or stabbing. This definition shall include, but is not limited to, straight razors, utility knives, box-cutters, ice picks, pocket knives, switchblades, and automatics.

The Board also prohibits students from knowingly bringing or possessing an object that is indistinguishable from a firearm in a school building or on any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extracurricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board if the student indicates that s/he possesses the object or knowingly displays or brandishes the object and indicates that it is a firearm. This prohibition applies regardless of whether the

object can be fired. "Object that is indistinguishable from a firearm" means an object made, constructed, or altered so that, to a reasonable person without specialized training in firearms, the object appears to be a firearm.

If a student is suspended, expelled, removed or permanently excluded from school for misconduct involving a weapon as defined herein, the Superintendent shall notify the Registrar of Motor Vehicles and the Greene County Juvenile Court within two (2) weeks after the discipline.

The prohibition of dangerous weapons shall also encompass look-alike items and actions such as false fire alarms, bomb threats, or intentional calls to falsely report a dangerous condition. The Board may extend the right to expel a student for reasons beyond the possession of a firearm or knife. Students who possess or use other dangerous weapons, which are defined but not limited to: metal knuckles, straight razors, explosives, noxious irritation or poisonous gases, poisons, drugs, ice picks, night sticks, nunchaku (nun chuck), mace, electronically charged devices, brass knuckles, explosives (including firecrackers), chain belts, tear gas, ammonia, bow and arrow (regardless of condition or purpose), smoke bombs, or other items possessed with the intent to use, sell, harm, threaten, or harass students, staff members, parents, or community members, may be subject to expulsion. The Superintendent shall have final determination as to what constitutes a weapon.

Use of weapons, firearms, and ammunition provided by the designated training facility as part of the Ohio Peace Officers Training Academy curriculum for the Adult Education Criminal Justice Training Academy is specifically authorized under this policy ("Authorized Use"). Authorized Use is limited to scheduled instructional periods held at the designated training facility under the supervision of a training coordinator or instructor. Authorized Use does not include horseplay or threats of physical violence made to another person.

This section does not apply to officers, agents, or employees of this or any other state or the United States, or to law enforcement officers, authorized to carry deadly weapons or dangerous ordnance and acting within the scope of their duties, to any security officer employed by a board of education during the time that the security officer is on duty pursuant to that contract of employment, or to any other person who has written authorization from the board of education or governing body of a school to convey deadly weapons, dangerous ordnance, or object indistinguishable from a firearm into a school safety zone or to possess a deadly weapon, dangerous ordnance or object indistinguishable from a firearm in a school safety zone and who conveys or possesses the deadly weapon, dangerous ordnance or object indistinguishable from a firearm in accordance with that authorization.

Theft/Attempted Theft/Receiving Stolen Property/Breaking and Entering

A. Theft

No person shall knowingly obtain or exert control over property of another without consent of the owner/person authorized to give consent. No person shall knowingly obtain or exert control over property of another by deception or by threat.

B. Receiving Stolen Property

No person shall knowingly receive, retain, or dispose of property of another knowing it to have been reasonable cause to believe that it had been obtained through the commission of a theft offense.

C. Attempted Theft

No person shall knowingly attempt to obtain or exert control over property of another, which, if successful, would have constituted the offense of theft. **NOTE:** In all cases of theft, the complainant (one of whose property was taken) has the right to file charges against the offender.

D. Breaking and Entering

A student who is guilty of breaking and entering a locked or secured school district building or other school facility or hacking into the school's computer system at any time may receive up to ten (10) days suspension from school and be recommended for expulsion.

Disruption of School

No person shall by use or employment of violence, force, noise, coercion, threat, intimidation, passive resistance, or through any other conduct cause or attempt to cause the material disruption or obstruction of any lawful mission, process, or function of the school.

Neither shall any person engage in conduct aimed at causing or attempting to cause disruption or obstruction of the school.

Neither shall any person encourage others, either by urging or suggestion, to engage in any act that might reasonably be interpreted to be provocative aimed at disrupting or obstructing the school in its lawful mission, process, or function.

Examples of such prohibited behavior are as follows:

No person shall:

1. occupy any school building, transport, school grounds, or part thereof with the intent to deprive others of its use;
2. block, barricade, or entrap any entrance, exit, corridor, or room in the school with the intent to deprive others of its lawful use;
3. set fire or attempt to set fire to damage school property;
4. commit any act that incites or could be reasonably considered to be an act to incite others;
5. block normal pedestrian or vehicular traffic on school campus.

False Fire Alarms, Bomb Threats, Unnecessary Discharge of Fire Extinguisher and Unauthorized Fire

A student shall not be involved with or initiate a false fire alarm, bomb threat, ignite combustible materials (start a fire), or unnecessarily discharge a fire extinguisher.

A. Fireworks, Explosives, or Other Detonative Devices

No person shall knowingly possess, handle, or transmit any fireworks, explosives, or detonative devices to include ammunition on school property at any time.

B. Arson

No person shall deliberately start or assist in starting a fire in the school building or on school grounds or at a school-sponsored activity at any time. Attempting or assisting in an attempt to start a fire is similarly prohibited.

1. A student who starts or assists in the starting of a fire at any time in the school building, or the school grounds, or at a school-sponsored activity will be suspended and recommended for expulsion. Restitution for any related damage must also be paid. Additionally, all cases of arson or attempted arson will be reported to the Fire Marshal.
2. No student shall ignite an open flame in the school building at any time.
3. No student shall apply an open flame to the clothing or body of another person on school property or at a school activity at any time.

C. Bomb Threats

If a student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat, the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis per provisions of Board Policy 5610. The student need not be prosecuted or convicted of any criminal act under this provision.

Assault, Fighting, Threats and Violent Conduct

A student shall not cause physical injury or behave in such a way which could threaten or cause physical injury to school staff, other students, or visitors while under the jurisdiction of the school.

A. Fighting

Student fights are infrequent, but they have profound effects on both the participants and on the total school atmosphere. Because of the seriousness of fights, it is necessary to classify the type of fight according to the circumstance as well as the intent. The classification of fights and the penalties involved are follows:

1. **Fight**—A fight between individuals over a personal grievance between them and not directly involving other students is typical of most fights occurring in school. This type of fight nearly always has some type of provocation or prior personal grievance between the parties. An individual whose deliberate behavior directly leads to a fight between other parties shall be considered a participant.
2. **Assault**—An assault, according to our definition, is the type of fight where one student, with little or no provocation, physically attacks another student.
3. **Exceptions**—In the event that a student becomes involved in a fight on first offense and later becomes involved in an assault (or the reverse), it will be the judgment of the administration if the student is to be expelled on the second incident. The student's past disciplinary record will be a deciding factor in the final decision. If it can be clearly established that a student in a fight was merely defending himself/herself, he/she will receive a lesser penalty or no penalty depending on the circumstances. There are many ways for students to resolve their differences without resorting to a fight. Classroom teachers, counselors, and administrators are all available and are used by most students to prevent a fight.

Students who are aware of the possibility of a fight, encourage a fight, and/or post it on social media and do little to prevent it from occurring share equal guilt with the individual who participates in the fight.

1st offense - 5 - 10 days Out-of-School Suspension, report to police authorities

2nd offense - 10 days Out-of-School Suspension, with recommendation for expulsion, report to police authorities

B. Assault on a School Employee

A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to a school employee:

1. On the school grounds at a school activity, function, or event;
2. Off the school grounds at a school activity, function, or event;
3. On school vehicles at any time or on carriers rented by school organizations.

C. Threat Made on School Personnel

A student shall not make what may reasonably be interpreted as a threat to do bodily harm to a school employee nor threaten to damage the personal property of an employee.

D. Violent Conduct

If a student commits an act at school, on other school property, at an interscholastic competition, extracurricular event, or any other school program or activity and the act would be a criminal offense if committed by an adult **and** results in serious physical harm to person(s) as defined in Revised Code Section 2901.01(A)(5), or to property as defined in Revised Code Section 2901.01 (A)(6), the Superintendent may expel the student for a period of up to one (1) year per provision of Board Policy 5610.

Statement of Nondiscrimination

The Greene County Vocational School District has dedicated itself to providing equal admission opportunities, equal educational opportunities, and equal employment opportunities to all people regardless of race, color, national origin, sex, or disability and is in compliance with Title VI, Title IX and Section 504 regulations.

No student will be denied entry into a Greene County Career Center program because of inability to pay program fees. Economically disadvantaged students should consult with the Career Center Student Services Office to determine eligibility for assistance.

Greene County Career Center's District Compliance Officers are:

Dr. Pamela Downing, Director of Secondary Education and

Jason Miller, Supervisor of Student Affairs

937-372-6941

2960 West Enon Road

Xenia, OH 45385