

**CHAMPION MIDDLE SCHOOL  
5435 KUSZMAUL NW  
WARREN, OHIO 44483**

**330-847-2340**  
Main Line/Voice Mail  
Attendance/Bullying Hotline

***HALL OF FAME SCHOOL***

**CHAMPION MIDDLE SCHOOL PHILOSOPHY**

The mission of Champion Middle School is to provide a safe and healthy environment where students move from a protective educational environment to one of independence and self-reliance, while taking into consideration the unique needs of the early adolescent child.

Key characteristics of this mission focus on our belief in:

1. Physical, social, emotional, and academic development.
2. Curriculum constructed around the needs, interest, and capacities of each individual.
3. The promotion of self-esteem, responsibility, and decision-making skills.
4. Strong, constructive, and supportive guidance from each person in the school setting.
5. A close relationship between school and community.
6. The appreciation of democracy and their American heritage.

**CHAMPION MIDDLE SCHOOL MISSION STATEMENT**

Champion Middle School is committed to the physical, intellectual, emotional, and social development of each child.

**We are too good not to get better...**

**CMS School Motto**

**TIME SCHEDULE**

Building Opens					7:20
1 <sup>ST</sup> period				7:40 -	8:27
2 <sup>ND</sup> period				8:30 -	9:12
3 <sup>RD</sup> period				9:15 -	9:57
4 <sup>TH</sup> period	lunch			10:00 -	10:42
5 <sup>TH</sup> period	lunch			10:45 -	11:27
6 <sup>TH</sup> period	lunch			11:30 -	12:12
7 <sup>TH</sup> period	lunch			12:15 -	12:57
8 <sup>TH</sup> period				1:00 -	1:42
9 <sup>TH</sup> period				1:45 -	2:20

**GRADE SCALE**

Grades are placed on the report card according to the following scale:

100 - 94 = A	83 - 74 = C
93 - 84 = B	73 - 64 = D

**PARENT ASSIST MODULE**

**P.A.M.**

Parents can track their student's progress at the middle school throughout the school year. The Parent Assist Module (P.A.M.) allows parents access at all times to student grades in each course by going to the school district website at [www.championlocal.org](http://www.championlocal.org). Parents are provided login password information. To get assistance with using your password parents should send an email to [pam.champion@neomin.org](mailto:pam.champion@neomin.org).

## **HONOR ROLL**

Honor Roll requires all A's and B's; High Honors requires all A's.

## **SCHEDULES**

Students may not drop classes during the school year.

## **CHAMPION MIDDLE SCHOOL ATTENDANCE POLICY**

Any student accumulating 9 unexcused absences within the first semester grading period will receive a letter from the middle school office informing the parent/guardian that said student is in jeopardy of failing to fulfill legal school attendance requirements. When a student accumulates 18 or more unexcused absences, the principal will file irregular attendance on the student and parent/guardian with the Trumbull County Juvenile Office and a doctor's excuse will be required for any absences.

### **WHEN A STUDENT IS ABSENT**

1. Parents are requested to call the school when their child is absent (330) 847-2340, stating the reason for absence. For our parents convenience there is an answer machine on this line from 3:00 pm until 8:30 am daily to take these calls. When the parent is unable to call, the student must bring a note on the day following the absence stating the date(s) of the absence, the reason, and the parent's signature. Notes should be given to the teacher and sent to the office.
2. If students must leave for planned medical or legal appointments, which have been pre-arranged, they will bring a note from home explaining the reason for the request, the time the student is to be dismissed and signed by the parent/guardian. This note is turned in at the Principal's Office before 7:40am. The student is issued a permit to leave. Parents must sign-out the student in the office.
3. Students participating in or attending extra-curricular activities/athletics must be in attendance for at least 5 periods on the day of the activity. Students who are excused from school for illness after attending for 5 or more periods will be permitted to return for participation or attendance at extra-curricular activities that day.

Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor school work. Therefore, all students will be urged to plan dental appointments, do personal errands, etc, outside of school hours.

Reasons for which students may be absent but unexcused include, but are not limited to:

1. Personal illness of the student
2. Illness in the students family (not to exceed 2 days without physician's excuse)
3. Needed at home to perform necessary work directly and exclusively for parents or legal guardians (applies to students over 14 years of age only)
4. Work at home due to absence of parents or guardians

Reasons for which student may be absent and excused include, but not limited to:

5. Quarantine for contagious disease
6. Religious reasons
7. Personal illness with physician's medical excuse
8. Traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to four days)
9. As determined by the Superintendent

Each student who is absent must immediately, upon return to school, make arrangements with his/her teacher(s) to make up work missed. Students who are absent from school for reasons not permitted by state law may or may not be permitted to make up work. Each case will be considered on its merit by the principal and the respective teacher(s). Parents must telephone the school on the day of any absence to report the absence and explain the reason for the absence/tardy. For an absence to be counted as an excused absence, a physician's note must be submitted for each date absent.

**Vacations** – will be considered on an individual basis. The principal must be notified one week prior to absence. The 9/18-absence policy will be applied. Any absence not covered by the above standards will be considered unexcused and may be considered truancy. The work must be picked up by the student prior to vacation and **due the day they return to class.**

#### LATE ARRIVAL

1. Students arriving at or after 7:40 am are to report to the Principal's Office where they will sign in and be given a pass to enter class. Students should report with a note stating the reason for the tardiness. Late arrivals are generally unexcused except for reasons granted for absence under the Ohio Revised Code. Any arrival to school after 7:40 am to 10:10 am will be charged tardy. Students who arrive after 10:10 am will be assessed a half-day absence.
2. Upon the 3<sup>rd</sup> and each succeeding 3 late arrivals **to school and to class** in a nine-week period, a student will be assigned 1 detention. Medical excuses are accepted and should be turned in within 3 days of the tardy.

#### MAKE-UP WORK

Students may make-up work missed during an excused absence under the following guidelines:

1. The number of days for make-up work to be completed will be the same number of days absent and shall not exceed one week without teacher or administrative approval.
2. Work will be collected for students after they have been absent for **three** days.
3. Students are responsible for obtaining missed assignment information from their teachers. Students are also responsible for completing missed assignments and taking make-up exams. **Homework assignments are available on the Champion Local Schools website at [www.championlocal.org](http://www.championlocal.org).** Assignments are also available on each teacher's assignment board.
4. **ALL field trips/vacations** must be approved by the principal. Students are responsible for obtaining the work **ahead** and **those assignments are due the day the student returns.**

#### GUIDANCE

The guidance office is located in the main office. The guidance counselor provides education, career and social information to students in group guidance or individual counseling. Feel free to visit the counselor if a question or problem arises. An appointment may be made at any time. A student wishing to go to the guidance office must first get a pass from his/her teacher.

#### CLINIC

The clinic is located inside the main office wing. A student wishing to go to the clinic must first get a **pass** from his/her teacher. Office personnel will determine if a student is to go home. Parents must be contacted if the student is to go home. The school nurse is on call at all times during the school day.

#### CAFETERIA

Hot lunches are served daily in the school cafeteria. Students must eat lunch in the cafeteria. No food or beverages are permitted in hallways or classrooms. Students may not receive food from outside vendors during the school day. Students will have the option of having a peanut butter sandwich if they forget their lunch/money. No glass bottles may be brought into the building. **All unfinished drinks are not allowed out of the cafeteria.**

#### TELEPHONE USE/CELL PHONES

Students are not permitted to use telephones without permission. Any student who needs to use a phone during the school day for personal reasons must report to the Principal's Office. Cell phones **are not allowed in the building** and will be confiscated. Parents must come to the school to pick up the phones.

#### MEDICATION

A student who has to take medication must have a form completed and signed by his/her physician. All medications are to be left in the office. Students are not permitted to have possession of medication during school hours. This includes over-the-counter medications.

## **LOCKER REGULATIONS/SEARCH**

Students are provided lockers with which to store materials. It should be clearly understood that this equipment is the property of the school and may be searched at any time if there is reasonable suspicion of a violation of the law or school rules. Locks are to prevent theft not to prevent a search by school officials.

Search of a student and his/her possessions, including but not limited to purses, and/or book bags may be conducted at any time the student is under the jurisdiction of the Board of Education, if there is a reasonable suspicion a violation of school policy has occurred. A search may also be conducted to protect the safety of others. All searches may be conducted with or without the student's consent.

Searches will be based upon reasonable suspicion. In determining whether there is reasonable suspicion, the following factors will be taken into consideration, but not limited to the age, history and school record of the student; the prevalence and seriousness of the problem(s); the need to avoid delay; and the reliability of the information on which suspicion is based.

### **BUS RULES**

Bus transportation is a privilege. The bus driver is in complete charge of bus operation and conduct on the bus. Failure to comply with bus rules and regulations will be sufficient reason for denying transportation. The Student Discipline Code applies to conduct on the school buses at all times. Students must be on time at the designated bus stop. The student should cross in front of the bus **ONLY!** Students are not permitted to change bus route throughout year.

### **SCHOOL BUS SAFE-RIDING RULES** **STATE LAW 3301-83-08**

#### **A. BEFORE BOARDING THE BUS**

1. Be at bus stop 5 minutes before bus is scheduled to arrive.
2. Wait in a location clear of traffic about 10ft. from where the bus stops.
3. When necessary, cross in **FRONT** of the bus (see section C below)
4. Get on promptly when the bus arrives.
5. Take your seat immediately. Keep aisles clear and stay in your seat until you arrive at school.

#### **B. CONDUCT**

1. Remember! The bus driver is in complete charge of the bus operation and student conduct. Obey the driver promptly and respectfully.
2. Do not use profane language.
3. No food, beverage, candy, gum on the bus.
4. Scissors, and other sharp items brought to school for instructional purposes, should be enclosed in a protective case.
5. Quiet visiting is permitted.
6. Do not use tobacco on the bus.
7. Do not have alcohol or drugs in your possession on the bus.
8. Do not throw or pass objects on, from, or into the bus.
9. Carry on the bus only objects that can be held on your lap.
10. Don't put head, hands, bundles, etc. out of the window.
11. Stop talking at railroad crossings.
12. Students must have permission before opening the windows. Do not lean on the windows.
13. Students must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization.
14. Do not write on or vandalize the bus.
15. No hitting, horseplay, or bothering others.

#### **C. HOW TO CROSS THE ROAD SAFELY**

1. Get off promptly when the bus stops.
2. Walk ten steps ahead of the bus along the edge of the road and watch for driver's hand signal. Don't cross in the driver's blind spot. Walk in front of the bus only.

3. Stop at center of road in front of bus, look, check traffic, and proceed across the street with extreme caution.
4. Walk quickly across but do not run.
5. Get off the road as soon as possible and do not stop at the mailbox.

**D. WHAT TO DO IN AN EMERGENCY**

1. Remain calm.
2. Stay in your seat until the driver tells you what to do.

**FIRE DRILLS/TORNADO DRILLS/LOCKDOWN AND EVACUATION DRILLS**

Fire drills and tornado drills will be held periodically. They must be carried out in an orderly fashion and with all seriousness. The last person to leave the room should close any open windows. Students should proceed at a rapid pace to the proper exit. Detailed information regarding the proper exit is available in each classroom.

**EVACUATION DRILL**

Students are evacuated from CMS to the Nazarene Church and are not permitted to re-enter the building until safety forces have approved re-admittance.

**BEFORE AND AFTER SCHOOL**

1. **No students are permitted in the building before 7:20 am unless given permission to do so.**
2. After arriving on school grounds, students are not to leave unless permission is granted from the office.
3. No student shall be in the building after dismissal time unless requested by a teacher or participating in a supervised activity unless accompanied by an adult to gather homework and books.

**SAFETY**

To ensure the safety and well being of all students under the jurisdiction, students are expected to conduct themselves in a responsible manner. Running, pushing, or “horseplay” will not be tolerated. Students are expected to be in assigned areas at all times.

**VISITORS DURING SCHOOL HOURS**

No one other than students, teachers, and employees of the Champion Board of Education is permitted in the school building without first securing a visitor’s pass from the office. Visitors of students are prohibited and will not be permitted to attend classes or visit during the school day.

**DRESS CODE**

Students are expected to wear clean, untoned clothing that fits properly. Clothing must be worn according to the purpose for which it was designed. Any type of dress or grooming that distracts the educational process or causes concern for health, safety, or general well being of the students will be considered improper. Skirts and shorts must be mid-thigh length. Hats, coats and other outdoor apparel are not permitted during the school day. Clothing that calls attention to drugs; alcohol, tobacco or inappropriate behavior is prohibited. Severe dress code violators will be asked to change by calling parents. If a parent cannot be contacted the child will complete the day in the office with academic work. Any questions concerning interpretation of the school code can be clarified by referring to the list below. Champion Middle School Administration will have the final say on dress code violations.

1. Bare midriffs, low-cut necklines, and sheer or see-through tops are not permitted. Tops should be long enough to be tucked into slacks, or at least extend below the beltline. Tops and bottoms must overlap at all times including when arms are raised. Tops must cover the shoulder.
2. No visible undergarments while sitting or standing will be accepted.
3. Clothing depicting pictures or slogans, which are suggestive (double meaning), obscene, or promote and/or advertise tobacco, alcohol, and/or other drugs, violence, symbols that denote gang activity or gang membership, including swastikas, KKK, or other like symbols, horror, sex and/or death are not to be worn.
4. Clothing worn while participating in gym is not to be worn to other classes.

5. Skirts, culottes, or walking shorts must be at mid-thigh. Extracurricular activity uniforms may be worn during the school day if the apparel does not violate established guidelines.
6. Hats, hood, bandannas, or other head coverings should not be worn in the building unless it's a specially designated day. Hats must be left in the student's locker during the day
7. Tops, jeans or other slacks with excessive fraying, holes or slits are not to be worn. Low-rise pants are not to be permitted.
8. Accessories such as gloves, non-prescriptive sunglasses, and wallet chains, hardware of violence, chains, clips and studs are not permitted.
9. Safe and hygienic footwear must be worn at all times. Slippers or bare feet are unacceptable.
10. Beachwear, outerwear and sleepwear including flannel pants are unacceptable.
11. Facial jewelry, body piercing or any other jewelry that is disruptive or considered to unsafe will NOT be permitted. This includes but is not limited to any piercing on or about the face such as nose, eyebrows, and lips with exception of the ears.
12. Hair may be dyed to natural colors only.
13. Book bags/backpacks are permitted in the building but must be checked in lockers prior to the tardy bell and remain there until the dismissal bell. The last two weeks of the school year students are not permitted to carry book bags, backpacks, gym bags, etc. to school.

### **ASSIGNMENT BOOKS**

Each student will receive an assignment book at the beginning of the school year. The assignment book will be required for every class and will also be utilized as hall passes requiring a teacher's signature. Students are required to copy their assignments into this book posted on every teacher's assignment board. Students must have these books with them at all times and failure to do so will result in disciplinary action. If an assignment book is lost; students must replace it through the middle school office for a \$2.00 charge.

### **HALL PASSES**

All students must have a teacher-authorized pass (assignment book) any time they are not in an assigned classroom while classes are in session. Students who have been detained by a teacher will obtain a pass (assignment book) from that teacher before entering the next class. Students abusing the privilege of a hall pass in any way will be disciplined. Students outside their classroom without a pass or in an area not specified on the pass are off-limits and will be disciplined.

### **STUDENT DISCIPLINARY ACTION**

The following shall be sufficient grounds for the school administration and/or the Champion Board of Education to initiate disciplinary action against any student or students who are found to be in violation of any item or items in the policy:

**FAILURE TO FOLLOW REGULATIONS OF THE SCHOOL** that have been adopted by the Champion Board of Education and/or enacted by the school administration by the authority delegated to it by the Ohio Revised Code.

**CONDUCT** which shall violate federal, state, or local laws. Such violations shall be cause for disciplinary action when committed while under the jurisdiction of the Champion Board of Education, or such a manner that the violation involves or is directed toward any student or employee of the Champion School District or any member of the Champion Board of Education.

**TOTAL DISREGARD FOR SCHOOL RULES** shall include any multiple infractions (5-10) and/or missed Saturday detention. Administrative discretion will be used to determine corrective action.

**FAILURE TO FOLLOW REASONABLE REQUESTS** of those employees of the school district who shall have responsibility for the instruction, supervision, or administration of any school sponsored course, program, event, or activity. Further, this includes those people who provide services, which shall affect the health, safety, or welfare of the school population (i.e., bus, drivers, custodians, secretaries, clerk-typists, aides) when in the performance of their duties. Please refer to Disrespect and Dishonesty.

**DISRESPECT** to those employees of the school district who shall have responsibility for the instruction, supervision, or administration of any school-sponsored course, program, event, and activity.

**DISHONESTY** to those employees of the school district who shall have responsibility for the instruction, supervision, or administration of any school sponsored course, program, event, or activity. Students are reminded that cheating and plagiarism are offenses that, at the least, will result in grades of “zero” for tests, quizzes, homework, papers, etc. and, at the most, may result in suspension and/or loss of credit for the course taken.

**INAPPROPRIATE DEPORTMENT OR BEHAVIOR** which shall cause or contribute to the disruption of any class, study hall, activity, function, or service which is provided or sponsored by the Champion Board of Education.

**INCITING OR PARTICIPATING IN ANY UNAUTHORIZED ASSEMBLY OR ACTIVITY** which by design or result disrupts the normal operation or atmosphere of the school or its program.

**CLASS CUTTING** shall include unauthorized absence from an assigned class or activity, which shall occur during the established school hours without departure from the school building.

**POSSESSION OF CONTRABAND** or unacceptable items while under the jurisdiction of the Champion Board of Education. Contraband shall include cigarette lighters, pagers, cell phones, I-pods, headphones, laser pointers, and other items that the administration deems as not appropriate or unacceptable in the school environment.

**TRUANCY** which shall include one or both of the following: unauthorized absence from school or unauthorized departure from the school building or premises.

**SCHOOL AND/OR CLASSROOM TARDINESS** which shall include late arrival to school or class.

**THREATENING** any student, teacher, employee, or any other person while on school property. Further, this shall include such threat(s), which occur while attending or participating in any event, regardless of location, in which a Champion team, squad, group, or individual as a representative of the Champion Schools is participating.

**PHYSICAL ATTACK OR ASSAULT** upon the person of any student, teacher, employee, or any other person while on school property or while attending or participating in any event, regardless of location, in which a Champion team, squad, group or individual is participating as a representative of Champion Schools. This may include any act of intended violence/harm. It is not limited to hitting.

**VANDALISM** of public or private property, which shall occur on Champion School property.

**FIGHTING** while under the jurisdiction of the Champion Board of Education. Fighting may include any act of intended violence/harm. It is not limited to hitting. Both parties will be disciplined because it is believed that preventative measures are available to the student and it is his/her responsibility for taking steps to prevent the fight. EXAMPLE: notifying a teacher, guidance counselor, nurse, secretary or principal.

**THEFT OR REMOVAL WITHOUT PERMISSION** of public or private property from any property administered by the Champion Board of Education.

**EVIDENCE OF POSSESSION OR HAVING CONSUMED ALCOHOLIC BEVERAGE AND/OR DRUGS OR NARCOTICS** (this also applies “look alike” and counterfeit controlled substances) the effects of which are present when the individual is under the jurisdiction of the Champion Board of Education.

**DISTRIBUTION OR SALE OF UNPRESCRIBED OR PRESCRIBED DRUGS OR NARCOTICS** while under the jurisdiction of the Champion Board of Education.

**POSSESSION OR USE OF TOBACCO** in any form, while under the jurisdiction of the Champion Board of Education.

**POSSESSION OR USE OF FIRECRACKERS OR EXPLOSIVE DEVICES** while under the jurisdiction of the Champion Board of Education.

**EXTORTION** while under the jurisdiction of the Champion Board of Education.

**OVERLY AMOROUS AND/OR OUTWARD DISPLAY OF AFFECTION** while under the jurisdiction of the Champion Board of Education.

**FALSE FIRE ALARMS AND/OR ARSON** in any form, while under the jurisdiction of the Champion Board of Education.

**POSSESSION OR USE OF WEAPONS AND/OR DANGEROUS INSTRUMENTS** while under the jurisdiction of the Champion Board of Education. At no time and under no circumstances shall students have weapons, look alike weapons or dangerous instruments on their persons, in their lockers, on school grounds, or in their possession.

**BULLYING** behavior is a written, verbal or physical action that is: 1. done on purpose and that 2. happens more than once and 3. is hurtful to others.

**CYBER BULLYING** is an abusive behavior including, but not limited to, taunting, threatening, stalking, intimidation, and/or coercing by one or more individuals against other students or staff, perpetrated with computers, cellular phones, internet websites and or any other electronic device.

**HAZING** of other students through verbal, nonverbal or physical force.

**HARASSMENT (sexual)** will be considered a form of hazing. Sexual harassment may take physical, verbal or nonverbal form.

**FORGERY OF NAMES OR MATERIALS** which directly or indirectly affects the educational program of Champion Local Schools.

**BEING IN AN OFF-LIMITS AREA** which are locations designated by the school administration or personnel that should be avoided by a student or groups of students.

**POINTS TO KEEP IN MIND WITH REGARD TO MISCONDUCT;**

1. Every attempt shall be made to be as fair as possible as well as firm as possible.
2. Proper behavior is one of the most important lessons that we must learn.
3. You may have the right to decide not to learn in a democracy, however, you have **no** right to interfere with the education of others in any way.
4. The administration and teachers do not punish students when they show improper conduct. They only take corrective action hoping that it will not happen again.
5. Please note that this Champion Local Board adopted policy that is in compliance with the Ohio Law 3313.661 (Conduct Code).
6. Rules and regulations defining every type of pupil behavior are neither practical nor possible. Students at Champion Schools are expected to behave and obey school rules, regulations, and procedures and to practice good citizenship at all times. The violations involve corrective action for one school year at a time.
7. The violations involve corrective action for one school year at a time.
8. Parents are to be notified, whenever possible, for serious or repetitive infractions.

**DETENTION**

1. After school detention will be held on Tuesdays and Thursdays of each week from 2:20 pm until 3:05 pm.
2. Students assigned to after school detention will have the detention date stamped in assignment book. The original form will be mailed home to the parent or guardian.
3. Students will be given at least 24 hours notice before they have to start serving their time in detention.
4. When a student misses detention without prior notice to the office, that student will be **assigned two (2) detentions**; one that is a make up and the other a penalty. Students may be excused from detention with a note from a parent/guardian and approval from one of the principals. Notes must be received **prior** to the assigned detention. Students absent on the assigned detention day will have their detention reassigned.
5. Students will be provided with an activity for completion during the detention time.

### **SATURDAY SCHOOL**

1. Saturday School is held at the middle school on alternate Saturdays from 8:00 am until 12:00 pm.
2. Students should bring with them enough work for four hours. Students who are assigned to Saturday school should report on time.
3. Students should enter the school through the doors on the northeast side of the building.
4. Students who fail to attend an assigned Saturday School without a valid excuse will be assigned additional Saturday Schools and/or may be suspended.

### **IN-SCHOOL SUSPENSION (ISS)**

A plan has been instituted for students while under suspension, which permits them to be at the high school for the entire day and to pursue classroom assignments under the supervision of teachers. Students are given work by their classroom teachers to be completed during this time **and the work must be returned to the in-school teacher before leaving.** During this in-school suspension, students are not counted absent from school and are given credit for the tasks, homework and class assignments, which are completed.

### **STANDARD PROCEDURES/RULES & REGULATIONS (ISS)**

1. Parents will be notified by the administration anytime a student is suspended.
2. The guidance counselor will attempt to meet with each student who is suspended.
3. Students may be assigned to in-school suspension 3 times during a nine week period. All subsequent suspensions are to be served out-of-school.
4. The administration has the discretion of assigning in school or out-of-school for suspendable offenses. The Ohio Revised Code, as per 3313.66, does not require due process procedures or an appeal process for in-school suspension.
5. Students are to report directly to the main office upon arrival
6. Students must attend an entire class period in order to get credit
7. Students must get their books and their work the day before they have ISS.
8. All schoolwork completed while in suspension is to be given to the in-school supervisor when completed. If a student is found with no work or assignments, work will be obtained.
9. Students are not permitted radios or tape/CD /MP3 players.
10. Students are not permitted to sleep or write notes.
11. Students will be escorted to the restroom and drinking fountain once in the morning and once in the afternoon.
12. While in suspension, students are not permitted to attend or participate in extracurricular activities.
13. If a student is found breaking any of these rules, additional periods and/or days will be added and/or they may be asked to do something reasonable (i.e. stand).
14. Students are to have food and drink at their seats only during one lunch period.
15. Students are not to have coats/hats with them at their seats.

### **OUT-OF-SCHOOL SUSPENSION (OSS)**

Students that are assigned out-of-school suspension are not permitted on school grounds and are not permitted to attend or participate in extracurricular activities during the period of suspension. No work or credit can be made up. The 9/18-day attendance policy is in effect for out-of-school suspensions. Parents may appeal an out -of-school suspension.

### **STUDENT DUE PROCESS FOR OUT OF SCHOOL SUSPENSION:**

1. The student will be informed on their referral of the potential suspension and the reasons for the proposed action.
2. The student will be provided an opportunity for an informal meeting to discuss the reasons for the intended OSS suspension and explain her/her actions.
3. An attempt will be made to notify parents/guardians by telephone if OSS suspension is issued.

*Appeal to the Superintendent:* If a student's parents or guardians choose to appeal the OSS suspension, they must do so within ten (10) days of receipt of the notice of suspension from the principal.

### **POSSESSION OF DANGEROUS WEAPON-EXPULSION**

Students are prohibited from bringing a firearm or knife on school property, in a school vehicle to any school sponsored activity, extracurricular event, or interscholastic competition, or from possessing a firearm or knife at a school or on any other property owned or controlled by the board whether the firearm or knife was initially brought onto school board property by another person. If a student brings a firearm or knife on school property, or possesses a firearm or knife brought on school property by another person, in a school vehicle or to any school sponsored activity, the superintendent shall expel the student from school for a period of one calendar year and notify the appropriate criminal justice or juvenile delinquency authorities. Any such expulsion shall extend, as necessary, into the school year following the school year in which the incident occurred. The superintendent may reduce this requirement on a case-by-case basis in accordance with state law and the following reasons: (1) an incident involving a disabled student and the incident is a manifestation of the student's disability, (2) the age of the student and its relevance to the punishment, (3) the prior disciplinary history of the student, and (4) the intent of the perpetrator.

The definition of a firearm shall include 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 firearm silencer; or any destructive device (as defined in 18 U.S.C.A. sections 921-924), which includes, but is not limited to, any explosive, incendiary, or poisonous gas, bomb, grenade, or rocket having propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to any of the devices described above. The definition of a knife includes, but is not limited to, a cutting instrument consisting of a blade fastened to a handle.

Students who have been expelled for possession of a dangerous weapon may not be provided educational services in an alternative setting earn high school credit or post secondary credit. Students will be expelled regardless if they withdraw from the school.

### **EMERGENCY REMOVAL**

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the superintendent, principal, assistant principal, or personnel employed to direct, supervise, or coach a student activity program may remove the student from the premises.

### **SOCIAL DEVELOPMENT PROGRAMS**

The Champion Middle School has a wide range of social development programs, which are an integral part of each student's total education. At appropriate times, announcements relating to the dates of and qualifications for these activities are made over the public address system by the respective advisors and coaches

### **ATHLETIC ELIGIBILITY**

**Grade 8 – Entering high school – 9<sup>th</sup> grade:** To be eligible all 8<sup>th</sup> grade student-athletes must have received passing grades in 75% of subjects in which the student was enrolled for the immediately preceding grading period. (This refers to the last grading period of the 8<sup>th</sup> grade).

**Grades 7 and 8:** To be eligible a student-athlete must receive passing grade in 75% of subject in which enrolled the immediately preceding grading period.

*For eligibility Summer School grades may not be used to substitute for failing grade(s) received in the final grading period of the regular school year or for lack of courses taken.*

### **LOST AND FOUND**

Lost objects found on the grounds or in the building are to be brought to the office. If you have lost something, check in the office to see if it has been returned. The school cannot be responsible for any lost and stolen articles.

## **PERSONAL PROPERTY**

Radios, tape recorders, cameras, expensive watches, “beepers,” electronic devices, cell phones or any electronic game/pet and large sums of money shall not be brought to school. Valuables should be given to the gym instructor during physical education classes.

## **UNAUTHORIZED YOUTH ORGANIZATIONS THREAT GROUP/GANG RELATED ACTIVITY**

Because the presence of threat groups and threat group related activities can cause a substantial disruption or material interference with the learning process and other school activities by arousing fear, alarm, resentment, anger hostility or violence, thereby creating an intimidating, threatening or distracting school environment and;

Because the presence of threat groups and threat groups and threat group related activities in the schools and at school sponsored activities has a substantial impact on the Board’s ability to provide for the safety and welfare of students, staff and visitors and;

Because existing policies prohibit students from engaging in conduct or speech which is disruptive, intimidating or threatening and;

Because the Champion Board of Education has determined that more detailed policies are necessary to clarify that disruptive activities on the part of any student, including threat group members, will not be tolerated, the Board of Education hereby acts to prohibit disruptive, threatening and intimidating gang related conduct as follows:

### Definitions:

A threat group is defined as a group of individuals who share a unique name and identifiable marks or symbols claim a territory or turf, associated on a regular basis, violate school rules and engage in criminal or antisocial behavior.

A “school sponsored activity” includes any activity in which the Board may be legally liable for the safety and welfare of those participating or attending including, but not limited to, athletic events, school social events, theater productions, vocal and instrumental competitions and any other interscholastic competitions, club meetings, club activities field trips and any other event sponsored, approved, organized or paid for, in whole or in part, by the Champion Local Schools whether on Board owned property or not.

### Prohibited Activity:

1. No student on or about school property or at any school sponsored activity shall wear, possess, use, distribute, display or sell any clothing, medallions or other jewelry, emblem, badge, patch, symbol, insignia sign, tattoo (whether permanent or temporary), scar or mark, haircut or other things which identify a threat group or which are evidence of membership or affiliation in any threat group or which otherwise disrupts the academic process.
2. No student on or about school property or at any school-sponsored activity shall engage in conduct or use any speech, whether verbal or nonverbal (gestures, hand signals, handshakes, etc.), showing membership or affiliation in a threat group when such conduct or speech is intended or cause disruption or when no one knows or has reason to know that such conduct or speech arouses fear, alarm, resentment, anger, hostility or violence.
3. No student on or about school property or at any school-sponsored activity shall use any speech or commit any act (including the use of e-mail) or omission which is disruptive, intimidating or threatening or which tends to arouse fear, alarm, resentment, anger, hostility or violence including, but not limited to, the following threat group-related activity:
  - a. soliciting or recruiting others for membership in any threat group or soliciting others for participation in threat group activities;
  - b. requesting any person to pay for protection or intimidating or threatening any person;

- c. assaulting any student or school employee or visitor (whether during school or school sponsored activity or on the way to or from school or school sponsored activity) or inciting others to act with physical violence;
- d. distributing or copying any threat group related material on school property or at school sponsored activities;
- e. marching, congregating, massing together with the intent to disrupt or intimidate or when one has reason to believe that such conduct will arouse fear, alarm, resentment, anger, hostility or violence. Such meetings or congregations are contrary to the purposes of the educational institution and will be considered trespassing. Trespassers will be prosecuted;
- f. placing any threat group related graffiti on the school or school property or on the property of others during school sponsored activities;
- g. committing any other illegal act or other violation of school district policies.

Students who violate any of the provisions of the section of the policy will be subject to the appropriate disciplinary action up to and including suspension and /or expulsion. Furthermore, students will be prosecuted to the fullest extent of the law or any criminal conduct including, but not limited to, any trespassing, vandalism or assault in violation of this section.

LEGAL REFS: ORC 3313.20; 3313.66; 3313.661

Adoption date: 06/18/01

**CHAMPION SCHOOLS TECHNOLOGY ACCEPTABLE USE POLICY**  
Internet/Online Services/School District Computer Network

Champion Schools in striving to offer our students access to the latest computer technology will offer access to the Internet, including certain online services, and the Champion Schools local computer network. Telecommunications, electronic information sources, and networked services significantly alter the information landscape for schools by opening classrooms to a broader array of resources including those from file servers throughout the world. The district's goal is to educate users by providing them with the understanding and skills needed to use the Internet in ways appropriate to their education and information needs. Staff will make every effort to guide and supervise students in an appropriate selection and use of electronic resources. Making the Internet available to students carries with it the potential that some students might encounter information identified as controversial or potentially harmful. Because the Internet is globally accessible and changes daily, it is not always possible to predict what students may encounter in some areas of the Internet. It is possible that your child may find material on the Internet that you consider objectionable. There may be additional kinds of material on the Internet that are not in accord with your family values. We would like to encourage you to use this as an opportunity to have a discussion with your child about your family values and your expectations about how these values should guide your child's activities while they are on the Internet.

On the whole, Champion Schools believe that the tremendous value of the Internet as an educational resource far outweighs the potential risks. Almost all of these risks can be avoided by simply using common sense. However, because of the legitimate concerns, which parents may have, access to computer networks at school should be on a permission basis only. Students without a signed Acceptable Use Policy (AUP) on file will not be permitted to use a computer in the school for any reason. They will be expected to complete an alternate assignment.

Acceptable Use Policy

1. Acceptable Uses; Limitations

Computer networks shall be used solely for academic purposes or other purposes that support the educational mission of the Champion School District. Computer networks may NOT be used for illegal activities, transmitting or receiving sexually-oriented materials, commercial activity, political activity, personal use, entertainment, accessing unauthorized computers, promoting any illegal activity, or promoting the use of drugs, alcohol, or tobacco.

The School District reserves the right to determine what constitutes acceptable use and to limit computer access to such users. The School District also reserves the right to limit the time of access and to establish priorities among competing acceptable uses.

2. Security and Safety

The Internet and other computer networks may contain information and images that are obscene, offensive, false, fraudulent, or illegal. Other persons using a computer network may also be attempting to exploit children and other users. For these reasons, users

- should not reveal real names, addresses, phone numbers, or other personally identifiable information about themselves or others without the express permission of a supervising teacher
- should not participate in any real-time communications (such as "chat rooms") without the express permission of a supervising teacher
- should not agree to meet any person contacted through a computer network without parental permission
- shall inform his/her teacher of any sexually oriented messages or unsolicited requests for personal information about a student
- should exit immediately from any site containing sexually explicit material or other material deemed inappropriate under this policy and report the incident to a supervising adult.

3. Responsibilities of Users

It shall be the responsibility of the user

- to use the network only for appropriate academic purposes
- to protect their passwords and account numbers and not allow other persons to use their passwords and/or account numbers for any reason
- to immediately notify a teacher or administrator of computer or network malfunctions
- to reimburse the School District for any damages or loss incurred as a result of inappropriate use
- to be a courteous computer user by avoiding the use of language which is obscene, vulgar, abusive, or disrespectful
- to NOT make deliberate attempts to disrupt the computer system and/or network system or destroy data by spreading computer viruses or by any other means.
- to NOT attempt to gain unauthorized access to a computer system and/or network system or go beyond your authorized access. This includes attempting to log in through another person's account or access another person's files, even if only for the purpose of "browsing".

4. General Prohibitions

Computer network users

- may not violate any copyright laws
- may not engage in the unauthorized copying of files, programs, or other software
- may not engage in any form of plagiarism
- may not write to any directory other than their own without permission of the supervising teacher
- may not delete or modify any system files
- may not engage in any interference/sabotage/vandalism of others' computers or software
- may join mail lists only with permission of teacher
- may not post information of any sorts without permission of teacher
- may not read or send email from a personal account
- may not intentionally waste computer resources
- may not load or copy any software or other programs to or from the district's equipment.

5. Loss of Privileges

Computer network access is a privilege and not a right. Any person who engages in an inappropriate use or violates any other provision of this policy may have his/her access privileges suspended or revoked without notice. Violations of this policy may also be punishable under the Student Discipline Policy.

6. Right of Access

The School District will make every effort to respect the privacy of students using computer networks. However, the School District reserves the right to examine any such communications or other computer-based information when reasonably necessary to investigate a suspected violation of school rules or this policy, or where necessary to ensure the security and integrity of the computer network. Routine maintenance and monitoring of the system may lead to discovery that the user has or is violating the AUP, the student disciplinary code, or the law.

7. Disclaimer of Liability

The School District shall not be responsible for any material encountered on a computer network which may be deemed objectionable to a student or his/her parents, for any inaccurate information disseminated over the network, for any hostile or injurious actions of third parties encountered through a computer network, for any charges incurred by the user of a computer network without prior permission, or for any damage or loss incurred by a user or any subsequent party by the use of files or software obtained over a computer network. Due to the nature of electronic communications, it is also impossible for the School District to guarantee the confidentiality of communication sent and received over any computer network.

8. Creating Web Pages

This section is specifically for students creating district-related web pages.

All subject matter on Web pages should relate to curriculum, instruction, and school-authorized activities, general information that is appropriate and of interest to others, or it should relate to the school district, or the schools within the district. Therefore, neither staff nor students may publish personal home pages as part of the Champion Local School District Web site, or home pages for other individuals or organizations not directly affiliated with the district. Student work may be published only as it relates to a class project, course or other school-related activity and only with written permission from the student and parent.

- all district AUP provisions will govern material placed on the Web
- Web pages shall not contain the full name, address, or phone number of students. First names or first names and the first letter of the last name may be used where appropriate.
- Web pages shall not display the photographs or videos of any identifiable individual without a signed picture release. Picture releases for students under the age of 18 must be signed by a parent.
- Web pages shall not contain copyrighted or trademarked material belonging to others unless written permission to display such material has been obtained from the owner.
- material placed on the Web site is expected to meet academic standards of proper spelling, grammar, and accuracy of information.
- users should retain a back-up copy of their Web page(s).
- all Web pages on the district's server are property of the school district.
- any use of advertising or sponsorship that appear on a school web site must be approved by the Superintendent or his/her designee.

<b>NATURE OF MISCONDUCT</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>	<b>THIRD OFFENSE</b>	<b>FOURTH OFFENSE</b>
Acceptable Use Policy Not abiding by Champion Middle School AUP	Administration discretion/ Loss of privileges/ ISS/ OSS	Administration discretion/ Loss of privileges/ ISS/ OSS	Administration discretion/ ISS/ OSS with loss of Computer privilege	Administration discretion/Computer privilege revoked/ISS OSS
Arson	Recommended expulsion and referral to legal authorities			
Assault or physical attack	Recommended expulsion/notify police/ 10 days OSS			
Bus misconduct	Administration discretion/possible expulsion from bus	Administration discretion/possible suspension/expulsion from bus	Administration discretion/possible suspension/expulsion	
Cafeteria disruption	Administration Discretion/ Saturday School	Administration Discretion/ Removal from cafeteria	ISS/OSS	ISS/OSS
Cafeteria interruption Example: Throwing food, popping bags	Administration discretion/ Saturday School	Administration discretion/ 3 day suspension	Administration discretion/ 5 day suspension	Administration discretion/ 10 day suspension with possible removal from cafeteria
Cell Phone Disruption Texting/ringing	Administration discretion/Saturday School/phone will be confiscated/given to parent	Saturday School	3 Days ISS	10 Days ISS
Chewing Gum	Detention	2 detentions	Administration discretion/Saturday School	
Class cutting	2 detentions per period missed	Saturday School	3 days ISS	Administration discretion
Classroom Disruption	Administration discretion/ Saturday School	2 <sup>nd</sup> Saturday School	3 day suspension	10 day suspension with possible removal from class
Disrespect to school personnel	Administration discretion/ 3 day suspension	5 day suspension	10 day suspension/ possible expulsion	
Disruption in Assembly	Saturday School/possible exclusion from future assemblies			

<b>NATURE OF MISCONDUCT</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>	<b>THIRD OFFENSE</b>	<b>FOURTH OFFENSE</b>
Disruption on field trips	Saturday School/ possible exclusion from future field trips	3 days suspension / No more field trips		
Distribution or sale of drugs, narcotics, including “look a likes” or counterfeit controlled substances or marijuana or over the counter medicine	10 days OSS with recommended expulsion Notify legal authorities			
Dress code	Administration discretion/ Warning/OSS at CMS if parent cannot be contacted	ISS at CMS if parent cannot be contacted.	ISS at CMS if parent cannot be contacted.	
Evidence of possession or having consumed alcoholic beverages and/or drugs or narcotics and using student’s inhalers/including “look a-likes” or counterfeit controlled substances or over the counter medicine	10-day OSS with possible referral to legal authorities.	Recommended expulsion/ Refer to legal authorities		
Exposure of self or others	Administration discretion/ 10 day OSS	10 day OSS/ possible expulsion	Recommended expulsion	
Extortion	Suspension/Administrative discretion	Suspension		
Extra periods received from ISS	Administration discretion/Saturday School	Administration discretion Saturday School	Administration discretion/ Saturday School	
Failure to care for textbooks, equipment, supplies, etc.	Damaged property must be paid for. Transcripts will be withheld until restitution is made. Possible corrective actions including suspension.	Administration discretion		
Failure to meet financial obligations	No transcripts of grades will be issued until all financial obligations are rectified.			

<b>NATURE OF MISCONDUCT</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>	<b>THIRD OFFENSE</b>	<b>FOURTH OFFENSE</b>
Fighting/Provoking a fight any act of violence	Administration discretion ISS/OSS Police notification	Administration discretion with possible recommendation of expulsion/Police notification	10 day OSS with recommended expulsion/ Police notification	
Forgery	Administration discretion/ 3 day suspension	5 day suspension		
Hazing/Harassment/bullying/ Cyber bullying	Administration discretion/ 3 day suspension	5 day suspension	10 day suspension/ possible expulsion	
In the halls without permission/misuse of a pass	Detention	2 detentions	Administration discretion Saturday School	Suspension
Inappropriate deportment	Administration discretion/ 3 day suspension	Administration discretion/ 5 day suspension	Administration discretion/ 10 day suspension	
Inappropriate gestures, comments and or drawings/magazines/ video items	Administration discretion/ possible Saturday School	Administration discretion/ possible 3 day suspension	Administration discretion/ possible 5 day suspension	
Inciting or participating in any unauthorized assembly, etc.	5 day suspension	Recommended Expulsion		
Insubordination/Argumentative Failure to follow reasonable request	Administration discretion/3 days suspension	5 days suspension	10 days suspension	
Lying to school personnel	Detention	Saturday School	3 day suspension	5 day suspension
Misconduct on bus	Administration discretion/ possible expulsion from bus	Minimum 5-day bus suspension with possible expulsion from bus.	Recommended expulsion from bus	

<b>NATURE OF MISCONDUCT</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>	<b>THIRD OFFENSE</b>	<b>FOURTH OFFENSE</b>
Not prepared for class (books, paper, pencil/assignment book/incomplete or lack of assignment that may inhibit participation in class	Administration discretion/Detention	2 detentions	Saturday School	ISS
Off Limits	Detention	Saturday School	3 day suspension	5 day suspension
Physical display of affection	Detention	2 detentions	Administration discretion /Saturday School	Suspension
Possession of drug paraphernalia designed primarily to facilitate the ingestion or inhalation of illegal drug,/including “look a-likes” , over the counter medicine	Administration discretion/10 day OSS with possible referral to legal authorities. Possible recommendation for expulsion	Recommended expulsion refer to legal authorities		
Possession of firecrackers or explosive devices	Refer to Administration/ Possible expulsion			
Profanity/Written or Verbal	Administration Discretion	Saturday School/Suspension	Suspension	OSS
Refusing in-house suspension	Administration discretion/ recommended expulsion	Recommended expulsion		
Setting off fire alarm/written threat (bomb/fire)	10-day suspension with referral to legal authorities/possible recommendation for expulsion.	Recommended expulsion		
Theft or removal without permission	Administration discretion ISS/OSS with possible referral to legal authorities	Administration discretion	Recommended expulsion and referral to legal authorities	
Threatening Verbal, Nonverbal or written	Refer to Administrator Possible suspension/expulsion			

<b>NATURE OF MISCONDUCT</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>	<b>THIRD OFFENSE</b>	<b>FOURTH OFFENSE</b>
Total disregard for school rules Persistent disobedience	Administration discretion /Suspension	Administration discretion/ Suspension	Administration discretion /OSS	
Truancy	Administration discretion/ Saturday School/ ISS depending on the number of school days or the length of an absence or truancy	Referral to counselor/ 5 day suspension/ referral to county Attendance Officer	Parental conference/ 10 day suspension/ referral to county Attendance Officer	Recommended expulsion
Use/Possession of “beepers” or electronic devices	Administration discretion /3 day suspension	5 day suspension	10 day suspension	
Use/Possession of tobacco	Administration discretion/3 day suspension	5 day suspension	10 day suspension	Recommended expulsion
Use or possession of weapons or dangerous instruments	Administration discretion /Suspension/ ISS/OSS			
Vandalism at school or to school personnel’s private property	Administration discretion/ ISS/ OSS/ referral to legal authorities/ restitution of property damages	ISS/ OSS/ referral to legal authorities/ restitution of property damages	Recommended expulsion/ referral to legal authorities/ restitution of property damages	