

CHAMPION MIDDLE SCHOOL
5976 Mahoning Ave Suite C
WARREN, OHIO 44483

330-847-2340
 Main Line/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.

CMS School Motto

We are too good not to get better

CMS Student Pledge

I will give my best effort, focusing my attention towards academics and showing respect to others.

TIME SCHEDULE

Building Opens		7:40		
1 ST period		7:48	-	8:33
2 ND period		8:36	-	9:21
3 RD period		9:24	-	10:09
4A period		10:12	-	10:55
4B period		10:42	-	11:27
	7 th /8 th	<i>Lunch</i>	10:12	- 10:42
	5 th /6 th	<i>Lunch</i>	10:57	- 11:27
5 TH period		11:30	-	12:15
6 TH period		12:18	-	1:03
7 TH period		1:06	-	1:51
8 TH period		1:54	-	2:30

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

HONOR ROLL

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

**PARENT ASSIST MODULE
P.A.M.**

Parent Assist Module (P.A.M.) allows parent access at all times to student grades in each course by going to the school district website at 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.

.CHAMPION MIDDLE SCHOOL ATTENDANCE POLICY

In accordance with the Ohio law change regarding student attendance, a student will be considered “habitually truant” if absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one school month, or for 72 hours or more in one school year. As a student gets close to the month or year threshold, the school will notify parent(s) and have a team meeting including the parent(s) to develop a plan to ensure regular attendance for the remainder of the school year. If the plan has failed to make satisfactory progress, the school will file truancy charges on day 61 after the plan is implemented.

WHEN A STUDENT IS ABSENT

1. Parents are to report their child absent using the SchoolMessenger mobile app, website (go.schoolmessenger.com) or phone 1-844-380-7214. 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 office before 7:45am. 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. Death of an immediate family member – memorial card or obituary required
10. As determined by the Superintendent

Vacations –The office must be notified one week prior to absence. The attendance policy will be applied. Vacations 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

Students arriving at or after 7:45am are to report to the 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. 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 (3) 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.
4. ALL students taking field trips/vacations are responsible for obtaining the work ahead and those assignments are due the day the student returns.

COUNSELOR

The school counselor provides education, career and social information to students in individual and group settings. Feel free to visit the counselor if a question or problem arises. An appointment may be made at any time with a pass from their teacher.

CLINIC

A student wishing to go to the clinic must first get a pass from their teacher. The nurse or office personnel will determine if a student is to go home. Students are not permitted to call or text their parents 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

Breakfast and hot lunches are served daily in the school cafeteria. No food or beverages are permitted in hallways. Students may not receive food from outside vendors during the school day. No glass bottles may be brought into the building.

TELEPHONE USE/CELL PHONES

Students are not permitted to use cell phones without permission. Any student who needs to use a phone during the school day for personal reasons must report to the office. Cell phones are not permitted to be used to call or text home or anyone else during the school day. Calls to be excused from school must go through the office during the school day.

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. All school rules are in effect on the bus.
3. Must sit and remain in assigned seat at all times.
4. Do not use inappropriate or profane language.
5. No food, beverage, candy, gum on the bus except as required for medical reasons.
6. Scissors, and other sharp items brought to school for instructional purposes, should be enclosed in a protective case.
7. Conversation in a normal tone is permitted.
8. Do not use tobacco, alcohol or drugs (except self-carry prescription medications) in your possession on the bus.
9. Do not throw or pass objects on, from, or into the bus.
10. Carry on the bus only objects that can be held on your lap.
11. Don't put head, hands, bundles, etc. out of the window.
12. Stop talking at railroad crossings.
13. Students must have permission before opening the windows. Do not lean on the windows.
14. Students must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization.
15. Do not write on or vandalize the bus.
16. No hitting, horseplay, or bothering others.
17. Electronic devices are subject to the Acceptable Use Policy (AUP).

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, TORNADO, LOCKDOWN AND INTRUDER DRILLS

All drills will be held periodically and must be carried out in an orderly fashion and with all seriousness. Detailed information regarding the proper exit is available in each classroom.

EVACUATION DRILL

Students are evacuated from CMS to the high school 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 7:40am unless given permission.
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.

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, untornd 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 from the educational process or causes concern for the health and/or safety-of the students will be considered improper. 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. Dress Code violators will be asked to change by calling parents. 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. Sleeveless tops may be worn, providing they have straps that are a minimum of 2 inches wide. No visible undergarments while sitting or standing will be accepted.
2. 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.
3. Clothing worn while participating in gym is not to be worn to other classes.

4. Skirts, culottes, or walking shorts must be fingertip length or longer with shoulders relaxed. Sweat pants are allowed. Extracurricular activity uniforms may be worn during the school day if the apparel does not violate established guidelines.
5. Hats, hoods, 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
6. Tops, jeans or other slacks with excessive fraying, holes or slits are not to be worn. Pants with skin showing above the knee are not permitted at all. Low-rise pants are not to be permitted.
7. Accessories such as gloves, non-prescriptive sunglasses, and wallet chains, hardware of violence, chains, clips and studs are not permitted.
8. Safe and hygienic footwear must be worn at all times. Slippers or bare feet are unacceptable.
9. Beachwear, outerwear and sleepwear (pj pants) including flannel pants are unacceptable.
10. 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. Visible tattoos are not permitted.
11. 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.

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. If an assignment book is lost; students must replace it through the office for \$3.00.

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.

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.

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:

SCOPE OF JURISDICTION: Champion Middle School's Code of Conduct is in effect while students are under the authority of school personnel or involved in any school activity. This includes but is not limited to, school buses and property under the control of school authorities, and while at interscholastic competitions, extracurricular events, or other school activities or programs. In addition, this Code of Conduct includes: 1. Misconduct by a student that occurs off school district property but is connected to activities or incidents that have occurred on school district property. 2. Misconduct by a student that regardless of where it occurs is directed at a district official or employee or the property of an official or employee.

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.

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 two days each week from 2:40pm until 3:25pm. Parents are responsible for picking up students.
2. Referral forms will be sent to the parent or guardian.
3. Students will be given at least 24 hour notice before they have to start serving detention.
4. When a student misses detention without prior notice to the office, that student will be assigned two (2) detentions.
5. Students will be provided with a character education activity for completion during detention.

SATURDAY SCHOOL

1. Saturday School is held at the middle school on alternate Saturdays from 7:30am -11:30am.
2. Students should bring with them enough work for two hours. Students will be provided with Character Education lessons for approximately two hours.
3. Students who fail to attend an assigned Saturday School without a valid excuse will be assigned additional Saturday Schools and/or may be suspended.
4. If school was cancelled the day before, Saturday School is also cancelled.

IN-SCHOOL SUSPENSION (ISS)

Students are supervised by school personnel and given work by their classroom teachers to be completed during this time and the work must be returned to their teachers the following day. 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 school counselor will meet with each student who is suspended.
3. Students are to report directly to the office upon arrival
4. All schoolwork completed while in suspension is to be given to their classroom teachers the following day when completed.
5. Students are not permitted any electronic devices or cell phones without permission.
6. Students who refuse to serve ISS will be assigned OSS.
7. The Ohio Revised Code, as per 3313.66, does not require due process procedures or an appeal process for in-school suspension.

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 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, also 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.

ATHLETIC ELIGIBILITY

Grade 8 – Entering high school – 9th grade: To be eligible all 8th grade student-athletes must have passed a minimum of five of all subjects in which enrolled the immediately preceding grading period. (This refers to the last grading period of the 8th grade).

Grades 7 and 8: To be eligible, a student-athlete must receive passing grades in a minimum of five of all subjects 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.

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 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.

4. 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

**Ohio Revised Code
3313.666 District Policy prohibiting harassment**

(A) As used in this section, “harassment, intimidation, or bullying” means either of the following:

1. Any intentional written, verbal, or physical act that a student has exhibited toward another particular student more than once and the behavior both:
 - a. Causes mental or physical harm to the other student;
 - b. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.
2. Violence within a dating relationship.

(B) The board of education of each city, local, exempted village and joint vocational school district shall establish a policy prohibiting harassment, intimidation, or bullying. The policy shall be developed in consultation with parents, school employees, school volunteers, students and community members.

The policy shall include the following:

1. A statement prohibiting harassment, intimidation, or bullying of any student on school property or at school-sponsored events;
2. A definition of harassment, intimidation or bullying that shall include the definition in division (a) of this section;
3. A procedure for reporting prohibited incidents;
4. A requirement that school personnel report prohibited incidents of which they are aware to the school principal or other administrator designated by the principal;
5. A requirement that parents or guardians of any student involved in a prohibited incident be notified and to the extent permitted by section 3319.321 of the Revised Code and the “Family Educational Rights and Privacy Act of 1974,” 88 Stat. 571, 20 U.S.C. 1232q as amended, have access to any written reports pertaining to the prohibited incident;
6. A procedure for documenting any prohibited incident that is reported;
7. A procedure for responding to and investigating any reported incident;
8. A strategy for protecting a victim from additional harassment, intimidation, or bullying and from retaliation following a report;

9. A disciplinary procedure for any student guilty of harassment, intimidation or bullying, which shall not infringe on any student's rights under the first amendment to the Constitution of the United States;

10. A requirement that the district administration semiannually provide the president of the district board a written summary of all reported incidents and post the summary on its web site, if the district has a web site, to the extent permitted by section 3319.321 of the Revised Code and the "Family Educational Rights and Privacy Act of 1974," 88 Stat. 571, 20 U.S.C. 1232q as amended.

(C) Each board's policy shall appear in any student handbooks, and in any of the publications that set forth the comprehensive rules, procedures and standards of conduct for schools and students in the district. Information regarding the policy shall be incorporated into employee training materials.

(D) A school district employee, student or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with a policy adopted pursuant to this section if that person reports an incident of harassment, intimidation, or bullying promptly in good faith and in compliance with the procedures as specified in the policy.

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.

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 appears on a school web site must be approved by the Superintendent or his/her designee.

NATURE OF MISCONDUCT	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE	FOURTH OFFENSE
AUP: Acceptable Use Policy Not abiding by Champion Middle School AUP	Administrative discretion/Loss of privileges/ ISS/ OSS	Administrative discretion/ Loss of privileges/ ISS/ OSS	Administrative discretion/ ISS/ OSS with loss of Computer privilege	Administrative discretion/Computer privilege revoked/ISS OSS
Assault or physical attack	Administrative discretion, SS/ISS/OSS possible recommended expulsion/notify police			
Bullying/Cyber bullying Hazing/Harassment	Administrative discretion/ISS/OSS	Administrative discretion/ ISS, OSS, possible expulsion	OSS, possible expulsion	
Bus issues/misconduct	Administrative discretion/possible suspension from bus (Detention, SS, ISS, OSS)	Administrative discretion/possible suspension/suspension from bus (Detention, SS, ISS, OSS)	Administrative discretion/possible suspension/suspension Detention SS ISS OSS	
Cafeteria disruption Example: Throwing food, popping bags	Administrative discretion/ SS	Administrative discretion/1-3 day ISS	Administrative discretion/5 day ISS	Administrative discretion/1-10 day suspension with possible removal from cafeteria
Cell phone: unauthorized use	Administrative discretion/detention/SS Loss of privilege	1-3 day ISS and loss of privilege		
Class cutting: unauthorized absence from class or activity	Administrative discretion/SS	Administrative discretion/ISS	Administrative discretion/3 days ISS	
Dishonesty: cheating, plagiarism	Administrative discretion/grade of “zero”	Administrative discretion/grade of “zero”/ISS	Administrative discretion/failure for nine weeks	
Disobedience – persistent Total disregard for school rules	Administrative discretion/SS/ISS	1-5 day ISS	OSS	
Disruption in classroom, assembly or field trip	Administrative discretion/ SS/ possible exclusion from future assemblies or field trips	2 nd SS/ exclusion from future assemblies or field trips	1-3 day ISS	1-10 day ISS
Disrespect to school personnel	Administrative discretion/ 1-3 day ISS	1-5 day ISS	1-10 day ISS/ possible expulsion	
Dress code	Administrative discretion/ Warning	Detention/SS		
Drugs: distribution or sale of 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			

NATURE OF MISCONDUCT	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE	FOURTH OFFENSE
Drugs: evidence of possession or having consumed alcoholic beverages and/or drugs, drug paraphernalia or narcotics and using student's inhalers/including "look-a-likes" or counterfeit controlled substances or over-the-counter medicine.	Administrative discretion/ISS/OSS/ Possible referral to legal authorities.	Recommended expulsion/Refer to legal authorities.		
Exposure of self or others	Administrative discretion/ 1-10 day OSS	1-10 day OSS/ possible expulsion	Recommended expulsion	
Extortion	Administrative discretion/ISS/OSS			
Failure to follow reasonable requests	Administrative discretion/detention	Administrative discretion/SS/ISS	Administrative discretion/ISS/OSS	
Financial obligations, care of textbooks, equipment, supplies, etc. and return of fundraisers (items or money)	Damaged property must be paid for. Transcripts will be withheld until restitution is made. Possible corrective actions including suspension.			
Fighting/Provoking a fight any act of violence	Administrative discretion ISS/OSS/ Possible police notification	Administrative discretion with possible recommendation of expulsion/Police notification	1-10 day OSS with recommended expulsion/ Police notification	
Fire alarm – setting off	1-10-day suspension with referral to legal authorities/possible recommendation for expulsion.	Recommended expulsion		
Fire – unauthorized setting of a fire	Administrative discretion/ ISS/OSS or possible recommended expulsion and referral to legal authorities/1-10 days OSS			
Flammable devices, possession of flammable/explosive devices, firecrackers or explosive devices. E.g. lighters, matches, etc.	Administrative discretion/ SS/ISS/OSS	Administrative discretion/ ISS/OSS or possible recommended expulsion and referral to legal authorities/1-10 days OSS		
Forgery of parent or staff signatures	Administrative discretion/ 1-3 day ISS	1-5 day ISS		

Gum	Detention	1-2 detentions	Administrative discretion/SS	
Inappropriate gestures, comments and or drawings/magazines/ video items	Administrative discretion/detention/SS	Administrative discretion/ possible 1-3 day ISS	Administrative discretion/ possible 1-5 day ISS	
Inciting or participating in any unauthorized assembly, etc.	Administrative discretion/detention/SS/ISS/OSS	Recommended Expulsion		
Insubordination/Argumentative Failure to follow reasonable request	Administrative discretion/detention/SS/ISS	1-5 day ISS	1-10 day SS	
Lying to school personnel	Administrative discretion/detention	Saturday School	1-3 day ISS	1-5 day ISS
Misuse of a pass	Administrative discretion/detention	1-2 Detentions	Administrative discretion/SS	1-3 day ISS
Not prepared for class (books, paper, pencil/assignment book/incomplete or lack of assignment that may inhibit participation in class	Administrative discretion/detention	1-2 detentions	Saturday School	ISS
Personal Electronic Device disruption or inappropriate use	Administrative discretion/detention/SS Loss of privilege	Saturday School and loss of privilege	1-3 day ISS and loss of privilege	1-10 Days ISS and loss of privilege
Physical display of affection	Administrative discretion/detention/SS/ISS			
Possession of Pornographic Material	Administrative discretion/ISS/OSS/Possible expulsion/Possible police notification			
Profanity/Written or Verbal	Administrative Discretion/detention/SS	Saturday School/ISS	ISS	OSS
Sexual Misconduct – solicited or unsolicited contact Including “sexting”	Administrative discretion ISS/OSS/ Possible Expulsion Police notification			
Tardy to class- 3 times per class	Administrative discretion/detention	Administrative discretion/2 detentions	Administrative discretion/Saturday School	
Theft or removal without permission	Administrative discretion ISS/OSS with possible referral to legal authorities	Administrative discretion	Recommended expulsion and referral to legal authorities	

Threatening Verbal, Nonverbal or written Ex. I will get a gun and kill you	Administrative discretion/ OSS with possible Police report filed/ possible recommendation for expulsion	Threatening Verbal, Nonverbal or written Ex. I will get a gun and kill you	Administrative discretion/ OSS with possible Police report filed/ possible recommendation for expulsion	Threatening Verbal, Nonverbal or written Ex. I will get a gun and kill you
Tobacco, nicotine, nicotine products to include electronic cigarettes – use or possession	Administrative discretion/1-3 day suspension Referral to Trumbull County interventionist	1-5 day suspension Referral to Trumbull County interventionist	1-10 day suspension	Recommended expulsion
Truancy	Administrative discretion/ Saturday School/ ISS depending on the number of school days or the length of an absence or truancy	Referral to counselor/ 1-5 day suspension/ referral to county Attendance Officer	Parental conference/ 1-10 day suspension/ referral to county Attendance Officer	Recommended expulsion
Vandalism at school or to personal property at school	Administrative discretion/ ISS/ OSS/possible referral to legal authorities/ restitution of property damages/recommended expulsion	ISS/ OSS/ referral to legal authorities/ restitution of property damages/recommended expulsion	Recommended expulsion/ referral to legal authorities/ restitution of property damages	
Weapons or dangerous instrument – use or possession	Administrative discretion / 1-10 day OSS/recommended for expulsion. Referral to police.			
Written/Verbal Threat – Bomb or other that incites panic and/or evacuation	1-10 day ISS with possible police notification/possible recommendation for expulsion	OSS/police notification and recommended expulsion		