



CODE OF CONDUCT
OLON CITY SCHOOLS

EFFECTIVE: AUGUST 2021
*Parents/guardians and students
should refer to the school handbook
for consequences.*

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SOLON CITY SCHOOLS

STUDENT RIGHTS, RESPONSIBILITIES AND DISCIPLINE

I. INTRODUCTION

The primary goals of the Solon City Schools are to develop each child's potential for learning and to foster positive interpersonal relationships. Essential to the achievement of these goals is reasonable and necessary order in the educational institution itself. No institution or organization can endure or operate effectively without some form of control over the people it serves, be it home, church, school, or government. All parties participating in the school community must share the responsibility for maintaining this control.

The Solon Board of Education believes that good discipline is best thought of as being positive, not negative; of helping a student to adjust, rather than as punishment; of turning unacceptable conduct into acceptable conduct. It is important that each individual assume responsibility for his/her own action in accordance with socially acceptable conduct and the rules, regulations, and policies of the school setting. Behaviors exhibited must be within the bounds of law and order and must respect the rights of others as individuals.

Parents or guardians have the primary responsibility for establishing and maintaining positive discipline with their children. While students are in school, however, members of the school staff must act in the place of parents in maintaining discipline. Members of the school staff are expected to make every effort to correct and effectively resolve disciplinary problems that occur within their range of responsibilities. Therefore, they shall have the authority necessary to maintain a proper learning climate using reasonable enforcement to prevent and stop any act of interference with the scholarly, disciplined atmosphere of the school. They may call upon other school personnel to help in discharging their responsibilities. Teachers may refer students to the building administrator who is then responsible for determining the necessity for, and the nature of, further disciplinary action. Since the school and the home share responsibility for educating and disciplining students, it is important that they work closely together. The school staff has the obligation to be fair, honest, reasonable, and consistent in their dealings with students. The parents have the obligation to be cooperative, reasonable, and honest in working with school personnel. Only by developing a climate of mutual trust and respect can the school and the home work effectively together toward the best interest of the child.

II. STUDENT'S RIGHTS AND RESPONSIBILITIES

Students share with members of the professional staff the responsibility for maintaining a proper environment for learning within each school. This environment can best be achieved by all parties working together. Students are entitled to know the framework of procedures within which they are expected to assume personal responsibility for their actions and to know the disciplinary measures to be taken when they fail to show this personal responsibility.

III. SCHOOL DISCIPLINE

The maintenance of school discipline and proper behavior is essential to the establishment of a proper learning environment. Students have a responsibility to cooperate with and to assist the school staff in the orderly and efficient conduct of the schools. Students are also responsible for abiding by the rules and regulations established by the Solon Board of Education and implemented by school administrators.

A breach of discipline is any conduct of pupils which interferes with the maintenance of a proper learning environment. Acts of behavior which tend to conflict with the educational program or which are antagonistic to the welfare of other students, the staff, and/or Solon City Schools cannot be tolerated. Student lockers and desks are school property and, as such, may be subject to periodic inspections. In addition, parking on school property is a privilege not a right and cars parked on school property are subject to routine patrols by school officials, and cars may be searched when reasonable suspicion is determined. Reasonable suspicion exists when a school official is informed by a fairly credible source the car may contain evidence of violation of school policy or observes objectively suspicious behavior. Any car parked on school property in which evidence of violation of school policy is in plain view may be searched.

The procedures and other elements of the following discipline policy set forth general guidelines for all schools. However, there is a recognized distinction between students of differing ages and maturity, and it is reasonable to expect that, at times, resorting to the more formal steps of denying educational participation will be tempered by reference to such distinction.

Disciplinary action is determined based primarily on the type of offense committed. Other factors such as the frequency of an offense as well as the child's age are considered. Although the disciplinary actions listed below reflect a progressive disciplinary process, all steps may not be considered or appropriate in a given case. **Offenses of a repetitive or more serious nature may result in discipline commensurate with the seriousness of the offense and may justify suspension and/or expulsion without reference to previous reprimands.**

1. Verbal warning
2. Parent notification
3. Detention
4. Removal of privileges
5. Parent conference
6. Community Service
7. Saturday School
8. Disciplinary removal
9. Emergency removal
10. In-School Suspension (K-8)
11. Out-of-School Suspension
12. Juvenile court referral
13. Expulsion
14. Permanent Exclusion
15. Reassignment

A. DEFINITIONS

The following provides a definition for each of the disciplinary actions listed above.

1. **Verbal warning**

A warning to a student that his/her conduct is in violation of school rules. It may be issued by any authorized school official including teaching or non-teaching personnel.

2. **Parent notification**

Direct contact by telephone or letter with a parent or legal guardian of a student to inform them that their child's conduct was in direct violation of school rules.

3. **Detention**

The assignment of a student to spend time in addition to regular school time for violation of school rules.

4. **Removal of privileges**

The denial of special privileges for violation of school rules.

5. **Parent conference**

A meeting with a parent(s) or legal guardian(s) to discuss specific violations of school rules and the impending action school officials may take.

6. **Saturday School**

A discipline procedure by which a student is required to attend a Saturday detention from 8 a.m. to 10 a.m. or 8 a.m. to noon.

7. **Community Service**

Before a student is assigned to Community Service, the student shall be given written notice of the intention to impose Community Service and the reasons for the intended Community Service. Parents will be notified when a student is assigned to Community Service. When Community Service is offered, it is offered as an alternative to Out-of-School Suspension. Students who are assigned Community Service must comply with the guidelines below or face Out-of-School Suspension.

Assignment of Community Service will be at the discretion of a building administrator. The Community Service alternative to suspension will not be offered for all violations of the Code of Conduct, and offering it is at an administrator's discretion. Typically, it is not offered for conduct that involves antisocial or criminal behavior, threats to teachers, fighting, or other disruption of school.

8. **Disciplinary removal**

The removal of a student from a class or from participation in an extra-curricular activity for less than twenty-four hours. During the disciplinary removal period a student will not be permitted to take part in any school function or activity. In addition a student will not receive credit for class work during disciplinary removal.

9. **Emergency removal**

The removal of a student whose presence poses a continuing danger to persons or property or an on-going threat of disrupting the curricular or extra-curricular school activities, for a period not less than twenty-four (24) hours but not to exceed seventy-two (72) hours. During the period of emergency removal, a student will not be permitted to take part in any school function or activity. In addition, a student will not receive credit for class work during this period of emergency removal.

10. **In-School Suspension**

An alternative to the normal classroom environment which allows a student to remain in school and work on and receive credit for class assignments under close supervision. The student will be required to report to their classroom to check in with his/her teacher and then report to the office before the tardy bell rings. The student will be allowed to ride the bus to and from school. The student will not attend any school functions during the school day or participate in any extra-curricular activities. The student will meet with the counselor during this time in order to discuss their behavior and the consequences that resulted.

11. **Out-of-School Suspension**

The removal of a student from school for at least one (1) but not more than ten (10) days. During the period of suspension a student will not be permitted to attend any school function or activity. Students suspended out of school will be permitted to receive credit for tests and major projects. However, students will not receive credit for class work during a period of suspension.

If at the time an Out-of-School Suspension is imposed there are fewer than ten (10) school days remaining in the school year in which the incident that gives rise to the suspension takes place, community service and other consequences will be applied.

12. **Juvenile Court**

Referral by a school administrator to juvenile authorities for conduct which is not only in violation of school rules but also the law.

13. **Expulsion**

The removal of a student from school for a period not to exceed 80 school days. The length of an expulsion may be up to one full year for violating district policy regarding firearms, knives, bomb threats and offenses that are criminal when committed by an adult and cause serious physical harm to persons or property, all in accordance with Board Policies 5610 and 5772. Expulsions may extend beyond semesters and school years. During the period of expulsion a student will not be permitted to take part in any school function or activity. In addition a student will not receive credit for class work during the period of expulsion.

14. **Permanent Exclusion**

State law provides for the permanent exclusion of a student, sixteen (16) years of age or older who engages in certain criminal activity.

Permanently excluded students may never be permitted to return to school anywhere in the State of Ohio. A permanent exclusion may be considered if the student is convicted or adjudicated delinquent for committing one (1) or more of the following crimes while on the property of any Ohio school or at any school activity:

- A. carrying a concealed weapon or conveying or possessing deadly weapons;
- B. possessing, selling or offering to sell controlled substance;
- C. rape, gross sexual imposition or felonious sexual penetration;
- D. murder, aggravated murder on school property or at a school function.

Complicity to commit any of the offenses described above may also result in permanent exclusion, regardless of the location where that complicity occurs.

15. **Reassignment**

The removal of a student from an in-person learning environment by reassignment to an online/virtual learning environment if the Superintendent believes it is necessary to protect the health and safety of the student or others.

The period of reassignment will be determined by the Superintendent or his/her designee. During this time a student will be permitted to attend any school function or activity. Attendance requirements will apply.

B. PROCEDURE

Disciplinary action such as verbal warning, parent notification, detention, removal of privileges, parent conference, disciplinary removal, and referral to juvenile court do not require special procedures before being implemented.

In the case of Saturday School, community service, emergency removal, suspension, expulsion, and reassignment, the following procedures will be used:

1. **Saturday School**

Before a student is assigned to Saturday School, the student shall be given written notice of the intention to impose a Saturday School assignment and the reasons for the intended Saturday School assignment. Parents will be notified when a student is assigned to Saturday School.

2. **Community Service**

Before a student is assigned to Community Service, the student shall be given written notice of the intention to impose Community Service and the reasons for the intended Community Service. Parents will be notified when a student is assigned to Community Service. When Community Service is offered, it is offered as an alternative to Out-of-School Suspension.

3. **Emergency Removals**

When circumstances are such that a student's continuing presence is reasonably certain to pose a continuing danger to persons or property or an ongoing threat of disrupting curricular activities or from the school premises, the superintendent, principal, or assistant principal may remove a student from curricular activities, or from the school premises without complying with the notice and hearing requirements required prior to suspension or expulsion.

In like circumstances, a teacher or supervising adult may remove a pupil from curricular activities or school premises for other activities under his/her supervision, without complying with the notice and hearing requirements required prior to suspension or expulsion. As soon as practicable after making such removal, the teacher shall submit reasons, in writing, for such removal to the

principal.

If a student is removed under emergency removal, written notice of the reason(s) for the removal and written notice of the hearing to be held regarding the removal shall be given to the student as soon as practicable prior to the hearing. Parents will be notified when a student is removed under this section.

The hearing shall be held in accordance with the procedure set forth under the suspension procedure, unless it is probable that the student may be subject to expulsion. In that event, the hearings shall be held in accordance with the procedure set forth under the expulsion procedure except that the hearing shall be held within three (3) school days of the initial removal. The individual who ordered, caused, or requested the student's removal under this Article shall be present at the hearing.

If the superintendent or the principal reinstates a student in a curricular or extra-curricular activity under the teacher's supervision prior to the hearing following a removal under this Article, the teacher shall, upon request, be given the reasons for such reinstatement in writing.

4. **Out-of-School Suspension**

When the alleged misconduct becomes known, the student shall be given written notice of the intention of suspension and the reasons for such action by the superintendent, principal, assistant principal or other administrator. The student will be given an opportunity to appear at an informal hearing before the principal, assistant principal, superintendent or superintendent's designee and challenge the reasons for the suspension or otherwise explain his/her actions.

Within one (1) school day after the time of a student's suspension, the superintendent or principal shall send written notice of the suspension to the student's parent, guardian, or custodian and the Treasurer of the Board of Education. The notice shall include the duration of the suspension and the reasons therefore. It also shall include notification of the right of the student or his/her parent, guardian, or custodian to appeal the suspension to the Board of Education or its designee by notifying the Board's Treasurer within fourteen (14) calendar days of the suspension, to be represented in the appeal proceeding, to be granted a hearing before the Board or its designee in order to be heard against the suspension, and to request such hearing be held in executive session. The Board or its designee, however, shall act upon a suspension only at a public meeting.

The Board, by majority vote of its full membership, or by the action of its designee, may affirm the suspension or may reinstate the affected student or may otherwise reverse, vacate or modify the order of suspension.

The Board or its designee shall keep a verbatim record of all hearings under this Article. Decisions of the Board or its designee may be appealed to Common Pleas Court under Chapter 2506 of the Ohio Revised Code.

5. **Expulsion**

Prior to any expulsion, the superintendent shall give the student and his/her parent, guardian, custodian, or representative written notice of the intention of expulsion.

The notice shall include the reasons for the intended expulsion, notification of the opportunity of the student, and his/her parent, guardian, custodian, or representative to appear before the superintendent or his/her designee to challenge the reasons for the intended expulsion or otherwise to explain the student's actions, and notification of the time and place to appear. The time to appear shall not be earlier than three (3) nor later than five (5) school days after the notice is given, unless the superintendent grants an extension of time at the request of the student or his/her parent, guardian, custodian, or representative. If an extension of time is granted, the superintendent shall notify the student and his/her parent, guardian, custodian or representative of the new time and place to appear.

Within one school day after the time of any expulsion, the superintendent shall send written notice to the student and his/her parent guardian, or custodian and the Treasurer of the Board of Education. The notice shall include the duration of the expulsion and the reasons therefore. It also shall include notification of the right of the student or his/her parent, guardian, or custodian to appeal the expulsion to the Board of Education or to its designee by notifying the Board's Treasurer within fourteen (14) calendar days of the expulsion, to be represented in the appeal proceeding, to be granted a hearing before the Board or its designee, and to request that such hearing be held in executive session. The Board or its designee, however, shall act upon an expulsion only at a public meeting. If the expulsion is for more than twenty (20) days, or will extend into the next semester or school year, the notice must also contain information on services or programs that work toward improving the student's attitudes and behavior.

The Board, by a majority vote of its full membership, or by the action of its designee, may affirm the expulsion or may reinstate the affected student or may otherwise reverse, vacate or modify the order of expulsion.

The Board or its designee shall keep a verbatim record of all hearings under this Article. Decisions of the Board or its designee may be appealed to Common Pleas Court under Chapter 2506 of the Ohio Revised Code.

6. **Permanent Exclusion**

State law provides for the permanent exclusion of a student, sixteen (16) years of age or older who engages in certain criminal activity.

Permanently excluded students may never be permitted to return to school anywhere in the State of Ohio. A permanent exclusion may be considered if the student is convicted or adjudicated delinquent for committing one (1) or more of the following crimes while on the property of any Ohio school or at any school activity:

- A. carrying a concealed weapon or conveying or possessing deadly weapons;
- B. possessing, selling or offering to sell controlled substance;
- C. rape, gross sexual imposition or felonious sexual penetration;
- D. murder, aggravated murder on school property or at a school function.

Complicity to commit any of the offenses described above may also result in permanent exclusion, regardless of the location where that complicity occurs.

7. **Reassignment**

Prior to any reassignment recommendation, the building principal shall consult with the superintendent to ensure that any possible mitigating measures have been considered by the school.

When the alleged misconduct becomes known and all other school discipline measures have been unsuccessful, the principal, assistant principal, or other administrator may recommend reassignment and shall give the student and his/her parent, guardian, custodian, or representative written notice of the intention of reassignment. The notice shall include the reasons for the intended reassignment, notification of the opportunity of the student, and his/her parent guardian, custodian, or representative to appear before the superintendent or his/her designee to challenge the reasons for the intended reassignment or otherwise to explain the actions of the student(s), and notification of the time and place to appear. The time to appear shall not be earlier than three (3) nor later than (5) school days after the notice is given, unless the superintendent grants an extension of time at the request of the student or his/her parent, guardian, custodian, or representative. If an extension of time is granted, the superintendent shall notify the student and his/her parent, guardian, custodian or representative of the new time and place to appear.

Within one school day after the imposition of any reassignment, the superintendent or his/her designee shall send written notice to the student and his/her parent/guardian, or custodian, and the Treasurer of the Board of Education. The notice shall include the duration of the reassignment and the reasons.

Decisions of the Superintendent or his/her designee are final and not subject to further appeal.

IV. TIMES/PLACES

Unless otherwise noted in the individual section, this code shall be applicable to any conduct: on school grounds, during and immediately before or after school hours; on school grounds at any other time when the school is being used by a group; off school grounds at a school sponsored activity, function or event; on a school bus or conveyance; or at any other time when the student is subject to the authority of the school. Students may be subject to discipline for violation of the discipline code regardless of where the misconduct takes place if the misconduct is connected to activities or incidents that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a school official or employee, or the property of the official or employee.

V. MISCONDUCT FOR WHICH ANY DISCIPLINE INCLUDING SUSPENSION AND EXPULSION MAY OCCUR

A. Disruption of School: Students shall not use violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance or any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any lawful mission, process, activity, or function of the school.

Students shall not urge other students to engage in such conduct for the purpose of causing, attempting or threatening to cause the disruption or obstruction of any lawful mission, process, activity or function of the school.

While this list is not intended to be all-inclusive, the following acts illustrate the kinds of misconduct prohibited by this rule:

1. Unauthorized presence in any school building, school grounds or part thereof
2. Blocking the entrance or exit of any school building
3. Setting fire or attempting to set fire to or damaging or attempting to damage or defacing or attempting to deface any school building or property
4. Making, by telephone call, letter electronically or other means, a threat to damage or destroy any school property or to disrupt any school-sponsored or related activity, function or event on or off school grounds
5. Activating or attempting to activate the alarm system or AED units in the absence of a fire or emergency

6. Preventing or attempting to prevent by physical act or verbal utterance, the convening or continuing functioning of any school, class, or activity or any lawful meeting or assembly on or off the school property
7. Preventing or attempting to prevent students from attending a class or any school-sponsored or related activity or event
8. Except under the direct instruction of the principal or other authorized school personnel, blocking pedestrian or vehicular traffic on school property or at the site of any school-sponsored or related activity or event.
9. Continuously making noise or acting in a manner so as to interfere with a teacher's ability to conduct a class or extracurricular activity
10. Students must vacate the building by the end of the school day unless they are attending an authorized school activity.
11. Repeated violations of school rules

B. Damage, Destruction: Students shall not cause or attempt to cause damage to school property.

B-1. Theft, Possession of, or Unauthorized Removal or Use of School Property: Student shall not steal or attempt to steal school property or engage in or attempt to engage in or participate in or attempt to participate in the unauthorized removal, including the possession of stolen materials, of school property.

C. Damage, Destruction: Students shall not cause or attempt to cause damage to private property of students, teachers, school personnel or other persons.

C.1. Theft, Possession of, or Unauthorized Removal or Use of Private Property: Students shall not steal or attempt to steal private property, or engage in or attempt to engage in, or attempt to engage in or participate or attempt to participate in the unauthorized removal, including the possession of stolen materials, of private property.

D. Assault on or Abusive Language Toward a School Employee, Authorized School Visitor, or Another Student: Students shall not use threatening, vulgar, profane or abusive language or make a threatening, vulgar, profane or abusive gesture toward any school employee, authorized school visitor, or any other student.

D.1. Physical Assault: A student shall not cause or attempt to cause physical injury to a school employee, authorized school visitor, another student.

D.2. Fighting: A student shall not cause or attempt to cause physical injury to a school employee, authorized school visitor, or another student.

D.3. Threats: Students shall not make verbal or written threats directed towards school property, any school employee, authorized school visitor, or any other student.

D.4. Aggressive, Violent or Dangerous Conduct: Students shall not engage in aggressive, violent or dangerous conduct that causes harm to themselves or others, or puts themselves or others at risk of harm.

D.5. Disrespect/Harassment/Intimidation: Students shall not harass any members of the school staff or student body on the basis of race, color, national origin, sex (including sexual orientation and gender identity), disability, age, religion or ancestry. For the purpose of this Student Rights, Responsibilities and Discipline Code, “harass” includes, but is not limited to intimidate, insult, annoy persistently or otherwise abuse physically, orally or in writing. Annoying or attacking using physical, verbal, written or electronic action (including text messaging, instant messaging, social networking, photos, videos, etc.) that creates fear or harm, an intimidating or hostile education or work environment, without displaying a weapon and without subjecting the victim to actual physical attack (i.e. bullying, hazing, threat of harm). Harassment and intimidation may be reported to local police.

D.6. Bullying: Any intentional written, verbal, graphic or physical act(s) that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s). Please refer to Board Policy 5517.01.

Bullying also means electronically transmitted acts (i.e., Internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

D.7. Horseplay: Engaging in rough or boisterous play that is not rooted in anger by either party. Intended horseplay by one individual which results in an unsafe condition, physical injury, and/or destruction of property will be treated more severely than the beginning consequence for horseplay (discretion of the administrator). If damage occurs, the school will require restitution.

E. Smoking: Students shall not possess, use, transmit, conceal or roll cigarettes or tobacco products including smokeless tobacco products, e-cigarette products or alternative nicotine products.

E.1. Vaping: E-cigarettes, vaping, juuling, or the use of other similar devices that are used to inhale or ingest foreign substances, will initially be treated as a drug offense. Within twenty-four (24) hours of the violation, the student may complete an approved drug screen with an approved testing facility. Test results must be sent directly to the school administrator from the testing facility. Upon receipt/review of the results, if administration is able to clearly establish that no illegal substance (other than nicotine) has been discovered, the administrator may reduce the violation to a vaping offense.

F. Narcotics, Alcoholic Beverages, Stimulant Drugs, Anabolic Steroids: During school and immediately before or after school hours, summer school, travel on any school-provided transportation or any school-sponsored activity held on or off school property, students shall not possess, buy, offer to sell, sell, use, supply, transmit, or apply any anabolic steroids or mood-altering chemical of any kind including alcohol. “Possession” includes, without limitation, retention on the student person or in purses, wallets, lockers, desks, or automobiles parked on the school property. “Mood-altering chemical” includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol, intoxicating inhalants, and prescription drugs, unless authorized by a medical prescription from a licensed physician and kept in the original container, which container shall state the student’s name and directions for proper use. Also included are over-the-counter medications taken without parental permission.

A student may be allowed an over-the-counter medication upon the written authorization of the parent or physician. The parent or physician must complete Form 5330 F1, Prescriber and Parent Request for the Administration of Medication at School and submit it to the nurse for filing in the student’s records.

Notwithstanding the progressive discipline policy outlined above, administrators will observe the following procedures in regard to violations of this rule. When students are found to be under the influence, to possess or sell illegal substances, the administrator will promptly report such cases to the local police authorities.

1. Possession, purchase, use, application or being under the influence:

a. First offense:

1. A parent, guardian, or custodian (hereafter referred to as “parent”) of the student will be immediately notified of the incident. The student may be removed from school under the emergency removal procedures pending a suspension hearing, which shall be held within three (3) school days of the order of removal or the student

may be suspended with emergency removal.

2. The principal will notify the student and the student's parent, guardian, or custodian in writing of an intent to suspend and will arrange a suspension hearing among the student, the student's parent(s), guardian, or custodian and the principal.
 3. The principal or principal's designee will notify the appropriate counselor of the incident.
 4. The principal will suspend the student for ten (10) days in compliance with all requirements of law, and this Code of Student Rights, Responsibilities and Discipline, which suspension may be reduced to no less than five (5) days if the following occur: (1) the student proceeds to have a drug and alcohol assessment conducted by a chemical dependency counselor (which includes a drug test) and meets with a school counselor/student assistance facilitator within five (5) school days upon the return from suspension; (2) the student agrees to follow any appropriate treatment, which may include but not be limited to required attendance at support groups; (3) and the professional satisfactorily notifies the principal of the foregoing and (4) the student agrees to continue attendance of in-school support group where appropriate.
 5. Notwithstanding the above provisions, an initial, self-referred violation of this section shall not be deemed a first offense under part 1. (if the following occur): (1) the student proceeds to be evaluated by a chemical dependency professional; (2) the student agrees to follow an appropriate treatment, which may include but not be limited to required attendance at support groups; (3) and the professional satisfactorily notifies the principal of the foregoing.
- b. Second offense:
1. The student will be suspended for 10 days.
 2. The principal will recommend that the superintendent expel the student.
 3. The principal or principal's designee will notify the appropriate counselor of the incident.
 4. The superintendent will expel the student for up to 80 (eighty) days beyond the days of suspension.

2. Selling, supplying or transmitting: A first incident of selling, supplying or transmitting mood-altering chemicals or anabolic steroids shall be treated as a second offense.
3. Counterfeit or “look-alike” drugs: The following is in accordance with amended Section 2925.01 (O) of the Ohio Revised Code concerning use, transmission, selling, giving, concealing, or consuming of counterfeit controlled substances or “look-alike” drugs.

A counterfeit controlled substance is defined as:

1. Any drug that bears, or whose container or label bears, a trademark, trade name or other identifying mark used without authorization of the owner or rights to such trademark, trade name or identifying mark;
 2. Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed, packed, or distributed by a person other than the person that manufactured, processed, packed or distributed it;
 3. Any substance that is represented to be a controlled substance or is a different controlled substance.
 4. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size, and color, or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.
- a. No student shall possess any counterfeit controlled substance. Violations of this provision will be treated in the same manner as section 1 (possession, purchase, use application or being under the influence).
 - b. No student shall directly or indirectly represent a counterfeit controlled substance as a controlled substance by describing, either with words or conduct, its effects as being the same or similar to the physical or mental effects associated with use of a controlled substance.
 - c. No student shall directly or indirectly falsely represent a counterfeit controlled substance as a controlled substance.
 - d. No student shall knowingly make, offer to sell, give, package or deliver a counterfeit controlled substance. Violations of this provision will be treated in the same manner as section 2 (selling, supplying, or transmitting).
 - e. Drug paraphernalia - Students may not possess any item related to drug use including but not limited to pipes, bongs, or rolling papers.

G. Failure to Comply with Directives (Insubordination): Students shall comply with directives, and reasonable requests of teachers, student teachers, substitute teachers, educational aides, bus drivers, principals, and other appropriate school personnel.

H. Failure to Accept Discipline or Punishment: Students shall not refuse to accept discipline or punishment from teachers, student teachers, substitute teachers, educational aides, bus drivers, principals or other appropriate school personnel.

I. Disrespect: Students shall not harass any members of the school staff or student body on the basis of sex, color, race, national origin, religion, age, or disability. For the purpose of this Student Rights, Responsibilities and Discipline Code, “harass” includes, but is not limited to, intimidate, insult, annoy persistently or otherwise abuse, physically, orally or in writing.

J. Weapons, Dangerous Instruments, Fireworks, Any Laser Instruments and Explosives: Students shall not use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument. Weapons and dangerous instruments shall include any object which is used or may be used to inflict physical harm or property damage or to threaten to inflict such harm or damage. Students shall not possess, handle, transmit, sell, conceal or bring upon school grounds any fireworks, explosives, or munitions, nor shall students ignite, explode or detonate or attempt to ignite, explode or detonate fireworks, explosives, or munitions.

Ten (10) days Out-of-School Suspension and a recommendation for expulsion will be the recommended penalty for violation in this area. All offenders will be referred to the proper legal authority.

K. Profane, Vulgar or Improper Language or Gestures: Students shall not speak, write or use profane, vulgar, derogatory, demeaning or other improper or inappropriate language, signs or actions or pornographic materials.

L. Extortion: Students shall not use or attempt to use an express or implied threat, violence, harassment, coercion or intimidation to obtain money or any other type of property belonging to another student, a school employee or other person.

M. Gambling: Students shall not engage in or promote games of chance, placing of bets, or risk anything of value. Card playing of any kind is not permitted.

N. Habitual Truancy, Excessive Absences and Chronic Absenteeism: Ohio Revised Code Section 2151.011(B)(18) defines **habitually truant** students as “any child of compulsory school age who is absent without legitimate excuse for absence from the public school the child is supposed to attend for thirty or

more consecutive hours, forty-two or more hours in one school month, or seventy-two or more hours in one school year.” Truancy only counts absences without a legitimate excuse. Also, when a child is habitually truant, the district is required to follow several administrative procedures and legal solutions to ensure the student attends school regularly.

Ohio Revised Code Section 3321.191(C)(1) defines **excessive absences** as a child of compulsory school age who “is absent with or without a legitimate excuse from the public school the child is supposed to attend for thirty-eight or more hours in one school month, or sixty-five or more hours in one school year.”

Chronic absenteeism, as defined by the Every Student Succeeds Act, is missing 10 percent or more of the school year for any reasons. It includes excused and unexcused absences. Ten percent of the school year is about 92 hours of absences, but schools and districts do not have to wait until a child has missed 10 percent of the school year to offer supports to the student and his or her family.

| | Consecutive hours | Hours per school month | Hours per school year |
|---------------------|--|--|---|
| Habitual Truancy | 30 <i>without legitimate excuse</i> | 42 <i>without legitimate excuse</i> | 72 <i>without legitimate excuse</i> |
| Excessive Absences | | 38 <i>with or without legitimate excuse</i> | 65 <i>with or without legitimate excuse</i> |
| Chronic Absenteeism | | | 10% or 92 <i>with or without legitimate excuse</i> |

Refer to the Student Handbook for how the above translates for consequences in your individual school.

O. Trespass:

1. Students shall not enter upon school grounds or premises of a school building to which the students are not assigned during or after school hours except with the express permission of the school principal of that building or to attend or participate in a school-sponsored event in which their regularly assigned school is involved or where students from their regularly assigned school have been invited to attend or participate.
2. Students already under suspension, expulsion, or removal (emergency or disciplinary) shall not enter upon the grounds or premises of the students’ regularly assigned or other school building without the express permission of the principal.

3. Students must vacate the building at the end of the school day unless they are attending an authorized school activity.

P. Lying: Students shall not lie about, fabricate, distort, or change information given to school staff or administration or any individual.

Q. Forgery: Students shall not forge the writing of another or falsely use the name of another person or falsify times, dates, grades, addresses, or other data on school forms or school-related correspondence.

R. Violation of School Bus Conduct Requirement: Students shall not act or participate in any act or acts or attempt to act or participate in any act which poses or tends to pose a danger to the safe operation of a school bus or conveyance, including, but not limited to, failing to remain seated, throwing objects at passengers, the driver or out of the windows, extending arms or objects out of the windows, and shouting and other disorderly conduct which could cause physical harm, emotional stress, or diversion of the driver's attention.

S. Dress and Appearance: The Solon Board of Education believes that pride in one's self and school is often reflected in the way students dress. In order for a student to look his/her best, he/she should be knowledgeable about health grooming, and choice of clothing. Poise and confidence are derived from individuals looking his/her best and feeling his/her best.

Students are to appear in school dressed for an academic setting. Parents and students should make appropriate selections reflecting the important nature of the academic atmosphere and the health and safety of the students. If there are any questions as to the appropriateness of any type of clothing, the school should be contacted in advance. Clothing which is determined to be detrimental to health and safety or disruptive to the academic atmosphere of the school will not be permitted. In some cases parents will be notified and asked to bring appropriate clothing to the school so that the student can change and return to class or a student may be sent home to change. In other cases further disciplinary action may be taken.

Students are not permitted to wear items of clothing advertising or encouraging activities prohibited in other sections of this policy, i.e. drugs or alcohol advertisements.

S.1. During times of elevated community spread of communicable diseases (pandemic or epidemic), when instituted by the Superintendent, students shall wear a face mask unless they are unable to do so for a health or developmental reason. Likewise, students must wear masks while being transported on school buses or other modes of transportation. Any person may be required to temporarily remove a face mask or covering when instructed to do so for identification or security reasons. Students may be subject to disciplinary action.

T. Public Display of Affection or Sexual Acts: Students shall not engage in kissing, embracing or displays not appropriate to the educational environment.

T1. Sexual Acts: Students shall not engage in sexual acts at any time on school property or at school sponsored events. Consequences for violating this rule will result in a 10 day out-of-school suspension and recommendation for expulsion.

U. Violation of Rules: Students shall not violate the policies of the Board of Education or school rules or regulations. Such policies and rules and regulations will be posted on school bulletin boards. Students are responsible for becoming familiar with those items.

U.1. Cheating/Plagiarism: Definition: Plagiarism is the act of passing off as one's own the ideas, words, images or writings of another. (TEXT refers to ideas, words, images, writings, etc.)

Acts of plagiarism/cheating include, but are not limited to the following (without acknowledgment or proper citation):

1. copying and pasting text from online media or website
2. copying text from any printed material (books, magazines, newspapers, etc.)
3. rewording or altering text and claiming as your own
4. using photo, video, audio
5. using the work of or collaborating with another student, a family member, or any outside party without teacher permission [Do not share any of your work with another student unless you have explicit permission from the teacher]
6. purchasing or obtaining pre-written work from any individual or commercial source
7. obtaining a translation from any individual or commercial source, including online translation services
8. using an essay that was written for another class/purpose without both teachers' permission
9. enabling another student to commit any of the above acts
10. stealing a school assignment
11. possessing and/or distributing a stolen school assignment
12. any visible electronic device during an assessment

The above applies to all kinds of academic work including, but not limited to: essays, exams [quizzes, tests], homework, other assignments, computer programs, music scores, web pages, choreography, graphical depictions, visual representations.

- Above information obtained from the following sources: Georgetown University, Dartmouth College, Duke University

Violation of #10 or #11 above will result in an out-of-school suspension.

V. Hazing: Students shall not threaten, act, or participate in or attempt to threaten, act or participate in any act or acts that injures, degrades, disgraces, or tends to injure, degrade, or disgrace any student.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization. Permission, consent, or assumption of risk by any individual subjected to hazing does not lessen the prohibition contained in this policy.

Any violation of the hazing policy, including athletic violations, may result in multiple days of out-of-school suspension and recommendation for expulsion. This policy applies to all school sponsored activities.

W. Social Media: The use of email messages, text messages, blogs, websites or other electronic communications to make inflammatory or derogatory comments, and/or inappropriate descriptions or pictures regarding another team member, another student, a coach, another school or team, or other staff member is strictly prohibited. For the purposes of this policy, inappropriate comments may include, but are not limited to, inappropriate comments/pictures/descriptions regarding another person's race, ethnic background, culture, religion, gender or sexual orientation.

Any violations of our social media policy may result in multiple days of out-of-school suspension and recommendation for expulsion. This policy applies to all school sponsored activities.

X. "Sexting" is prohibited at any time on school property or at school functions. Sexting is the electronic transmission of sexual messages or pictures, usually through cell phone text messaging. Such conduct not only is potentially dangerous for the involved students, but can lead to unwanted exposure of the messages and images to others, and could result in criminal violations related to the transmission or possession of child pornography. Such conduct will be subject to discipline and possible confiscation of the wireless communication device.

Consequence for violating this rule may result in multiple days of out-of-school suspension, recommendation for expulsion and local police may be notified. This policy applies to all school sponsored activities.

Y. Sexual Harassment/Discrimination: Sexual harassment can be committed by any person upon any other person, regardless of sex, sexual orientation, and/or gender identity of those involved. Sexual harassment is an umbrella category that includes: sexual harassment, sexual assault, sexual violence, domestic violence, dating violence, and stalking. Violations under this category may be reported to local police and can include, among other things:

1. Making or threatening reprisals after a negative response to sexual advances.
2. Non-verbal conduct: leering; making sexual gestures; displaying sexually suggestive objects, pictures, cartoons, or posters.
3. Verbal conduct: making or using derogatory comments, epithets, slurs, or jokes; making sexually based remarks about another person's or one's own body.
4. Verbal abuse of a sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes or invitations.
5. Physical conduct: touching, assaulting, impeding or blocking movement.

Title IX of the Education Amendments of 1972 prohibits sex discrimination in educational programs and activities. All public and private schools, school districts, colleges and universities receiving federal funds must comply with Title IX.

The regulations implementing Title IX are enforced by the U.S. Department of Education Office for Civil Rights and prohibit discrimination, exclusion, denial, limitation, or separation based on gender. Intended to end sex discrimination in all areas of education.

Board Policy 2266 – NONDISCRIMINATION ON THE BASIS OF SEX IN DISTRICT PROGRAMS OR ACTIVITIES

Reports and Complaints of Harassing Conduct

The Board is committed to promptly and equitably resolving student and employee complaints alleging Sexual Harassment. Members of the School District community, (students and Board employees, as well as, Board members, agents, volunteers, contractors, and all other third parties) are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other School District official so that the Board may address the conduct promptly. Any administrator, supervisor, or other District official who receives such a complaint shall promptly notify a District Title IX Coordinator. Complaints can be received in person, by mail, by telephone or by electronic mail.

Investigation and Complaint Procedure

For a full description of the Solon Schools policy relating to sexual harassment, including both formal and information complaint procedures please visit Board of Education Policy 2266.

Solon City Schools Title IX Coordinators

Michael Acomb
Director of Business/Personnel
33800 Inwood Drive
Solon, OH 44139
440-349-6206
mikeacomb@solonboe.org

Cari Root
Director of Pupil Personnel
33800 Inwood Drive
Solon, OH 44139
440-349-6258
cariroot@solonboe.org

Any violation of Title IX or Board Policy may result in multiple days of out-of-school suspension and recommendation for expulsion. Please refer to Board Policy 2266.

Z. Use of Wireless Communication Devices: Students may use wireless communication devices (WCDs) before and after school, at school-related functions, or as outlined in the school handbook. Use of WCDs, except approved laptops and PDAs, at any other time is prohibited and they must be powered completely off (i.e. not just placed into vibrate or silent mode). Students are personally and solely responsible for the care and security of their WCDs. The Board assumes no responsibility for theft, loss, damage or vandalism to WCDs brought onto its property, or the unauthorized use of such devices. Parents/guardians are advised that the best way to get in touch with their child during the school day is by calling the school office. Students may use school phones to contact parents/guardians during the school day.

Z.1. Violation of Chromebook: The use of Chromebooks as a technology resource is a privilege, not a right. Students are solely responsible for the Chromebook issued to them, including loaner devices. Access to the Internet is monitored through our schools' content filtering software and all rules and expectations are applied to the use of the Chromebook. All applications, activity, and documents stored on the Chromebook are the property of Solon City Schools and subject to regular review and monitoring. Failure to comply to the expected behaviors will result in the disciplinary actions. Please refer to the school handbook.

BOARD OF EDUCATION

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ADMINISTRATION OFFICE

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Deborah V. Siegel, Assistant Superintendent