

## Indian Lake High School Student Handbook Receipt

I, \_\_\_\_\_ (Print Name)

have received my handbook on \_\_\_\_\_ (Date). I understand it is my responsibility to read through the handbook and become familiar with the expectations for my behavior and attendance as well as the academic requirements at Indian Lake High School. I understand it is my responsibility to make my parents/guardians aware of the contents of this handbook and their responsibilities of calling in absences, sending in doctor notes, permission slips, and other necessary paperwork.

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(Student's signature)

### **DISCLAIMER**

*School rules published in this handbook are subject to such changes as may be needed to insure continued compliance with federal, state or local regulations and are subject to such review and alteration as becomes necessary for the routine operation of the school. Not all rules of behavior can be written and inserted in a handbook; however, we expect students to follow reasonable rules and not violate the rights of others.*

## INDIAN LAKE HIGH SCHOOL CALENDAR FOR 2022-2023 SCHOOL YEAR

### First Semester

Wednesday, August 17	First Day of School for Students
Wednesday, August 31	School Picture Day
Monday, September 5	Labor Day – No School
Saturday, September 10	ACT Test
Wednesday, September 14	2 Hour Delay-Teacher In-Service
Friday, September 16	1 <sup>st</sup> Quarter Interim
Saturday, September 24	Homecoming Dance
Monday, September 26	Jostens Order Day
Tuesday, October 11	School Picture Make-Up Day
Wednesday, October 12	2 Hour Delay-Teacher In-Service
Friday, October 14	End of 1 <sup>st</sup> Quarter Grading Period
Friday, October 21 - Monday, October 24	Fall Break
Saturday, October 22	ACT Test
Thursday, November 3	Parent/Teacher Conferences 3-7:30 pm
Saturday, November 5	Music Boosters Holiday Market
Tuesday, November 8	Election Day-No School-Teacher Prof. Development
Thursday, November 10	FCCA Veteran's Program/Lunch
Friday, November 11	2 <sup>nd</sup> Quarter Interim
Friday-Saturday, November 11-12	Extravaganza 7:30 -9 pm
Wednesday-Thursday - Friday, Nov. 23-25	Thanksgiving Break – No School
Monday, November 28 - Thursday, Dec. 1	Fall End of Course Exams Re-Tests
Wednesday, December 7	2-Hour Delay Teacher In-Service
Saturday, December 10	ACT Test
Tuesday, December 20	End of 2 <sup>nd</sup> Quarter - End of First Semester
Wednesday, December 21 - Tuesday, Jan. 3	Winter Break – No School

### Second Semester

Friday, January 13	No School-Teacher Prof. Development
Monday, January 16	Martin Luther King, Jr. Day – No School
Thursday, February 2	Parent Teacher Conferences 3-7:30 pm
Friday, February 3	3 <sup>rd</sup> Quarter Interim
Wednesday, February 8	2 Hour Delay-Teacher In-Service
Saturday, February 11	ACT Test
Monday, February 20	Presidents' Day – No School
Tuesday, February 28	ACT Testing - Juniors
Friday, March 3 - Saturday, March 4	Musical
Friday, March 10	End of 3 <sup>rd</sup> Quarter Grading Period
Wednesday, March 15	2-Hour Delay-Teacher In-Service
Monday, April 3 - Friday, April 7	Spring Break – No School
Saturday, April 15	ACT Test
Monday, April 17 - Thursday, April 20	End of Course Exams (2 hour delay for non-testers)
Friday, April 21	4 <sup>th</sup> Quarter Interim
Monday, April 24 - Tuesday, April 25	End of Course Exams (2 hour delay for non-testers)
Wednesday, May 3	2 Hour Delay-Teacher In-Service
Saturday, May 6	Prom – Formal Attire
Monday, May 8	Scholarship Awards Night
Tuesday, May 9	Awards Assembly
Sunday, May 21	2023 Annual Commencement/Graduation
Wednesday, May 24	Last Day for Students
Thursday, May 25	Teacher Workday

**Note: All dates are subject to change due to unforeseen circumstances throughout the school year. In the event students need to make up excess calamity days for the 2022-2023 school year, online lessons will be utilized.**

**2022-2023**  
**HIGH SCHOOL TIME SCHEDULE**

**REGULAR SCHEDULE**

Dismissal Bell	7:45	
Warning Bell	7:55	
Laker Time	8:00 - 8:30	(30)
1 <sup>st</sup> Period	8:34 - 9:19	(45)
2 <sup>nd</sup> Period	9:23 - 10:06	(43)
3 <sup>rd</sup> Period	10:10 - 10:53	(43)
4 <sup>th</sup> Period	10:57 - 11:39	(42)
5 <sup>th</sup> Period	11:43 - 12:25	(42)
6 <sup>th</sup> Period	12:29 - 1:11	(42)
7 <sup>th</sup> Period	1:15 - 1:58	(43)
8 <sup>th</sup> Period	2:02 - 2:49	(47)

**TWO HOUR DELAY**

Dismissal Bell	9:45	
Warning Bell	9:55	
Laker Time	10:00 - 10:01	(attendance)
1 <sup>st</sup> Period	10:04 - 10:36	(32)
2 <sup>nd</sup> Period	10:40 - 11:12	(32)
4 <sup>th</sup> Period	11:16 - 11:48	(32)
5 <sup>th</sup> Period	11:52 - 12:24	(32)
6 <sup>th</sup> Period	12:28 - 1:00	(32)
3 <sup>rd</sup> Period	1:04 - 1:36	(32)
7 <sup>th</sup> Period	1:40 - 2:12	(32)
8 <sup>th</sup> Period	2:16 - 2:49	(33)

**ONE HOUR DELAY**

Dismissal Bell	8:45	
Warning Bell	8:55	
Laker Time	9:00 - 9:01	(attendance)
1 <sup>st</sup> Period	9:04 - 9:44	(40)
2 <sup>nd</sup> Period	9:48 - 10:28	(40)
3 <sup>rd</sup> Period	10:32 - 11:12	(40)
4 <sup>th</sup> Period	11:16 - 11:55	(39)
5 <sup>th</sup> Period	11:59 - 12:38	(39)

6 <sup>th</sup> Period	12:42 - 1:21 (39)
7 <sup>th</sup> Period	1:25 - 2:05 (40)
8 <sup>th</sup> Period	2:09 - 2:49 (40)

## **INCLEMENT WEATHER**

**If you have a current, valid phone number on file with the school, you will be notified of delays or cancellations via recorded phone messages. This system is also used to provide any other important messages to parents and students. Please make sure your contact information is up to date.**

You may also refer to the following media to learn of any delays, cancellations, or announcements concerning Indian Lake Local Schools. These announcements will be available as soon as appropriate decisions are made.

**School Website:** indianlake.k12.oh.us - click on School Delays

**Radio Stations:** WPKO-98.3, WBLB-1390, T-102, WIMA-1150, and WZOQ-92

**Television Stations:** Dayton: WDTN 2, WHIO 7, ABC 22 and Fox 45  
Columbus: NBC 4 and WBNS 10TV

## **WELCOME**

On behalf of the faculty of Indian Lake High School we pledge to provide you with the best education that we can and to care about you as an individual person. In return, we ask you to make a sincere effort in obtaining your education, to treat faculty and fellow students with respect, and to conduct yourself in a responsible manner at all times.

## **EQUAL OPPORTUNITY IN EMPLOYMENT AND EDUCATION**

The Indian Lake School District ensures employment and equal educational opportunities regardless of race, color, creed, national origin, handicap, or sex in compliance with state directives and federal recommendations. Grievance procedures have been established to cover questions in these areas. These may be obtained in the Principal's office.

# **Behavior**

## **STUDENT RULES OF CONDUCT FIRST WARNING**

Your possession of these rules constitutes a first warning. No further warnings will be given to you. It is your responsibility to familiarize yourself with these rules and the consequences of violating them. **The rules herein apply to all students when on all school premises, at all school-sponsored activities and when aboard a school bus or other Board-owned vehicle.** The application of the policies in this handbook applies to activities at and involving Indian Lake High School.

## **EXPECTATIONS FOR STUDENTS**

1. Students will be on time for school and for all classes.
2. Students will bring the required and necessary materials to all classes.
3. Students will complete all assignments including those to be done during school and also those to be done as homework.
4. Students will participate in all classes.
5. Students will be rested for school and stay awake for all classes and study hall.
6. Students will follow rules for the school and for each of their classes.
7. Students will walk when in the halls - no running.
8. Students will keep their hands to themselves - no pushing, shoving, grabbing, wrestling, etc.
9. Students will address others with respect and courtesy - no shouting, put-downs, name-calling, threats, etc.
10. Students will read all information in the front of the student handbook and carry their handbook with them at all times during the school day. (The student handbook is to be used for all hall passes.)

## **LUNCHROOM BEHAVIOR - CLOSED LUNCH**

Students are expected to remain at Indian Lake High School during lunch. With prior administrative authorization, parents are able to have lunch in the cafeteria with their child during the assigned lunch time. Students are expected to be courteous and considerate at all times, and help keep the cafeteria clean. Students caught “ditching” in the lunch line will be sent to the end of the line with additional disciplinary action to follow. Eating is only permitted in the cafeteria. Students are not permitted to leave the cafeteria/gym areas without permission. Do not loiter in the halls, only students with a signed pass from a staff member prior to entering the cafeteria will be permitted to leave during their scheduled lunch time. **Students are not permitted to have lunch brought in to them from outside the school by a parent or other individuals.**

## **CAFETERIA - LUNCH**

Students are expected to:

- 1) Pay for their lunch - no credit;
- 2) Stand in line and wait their turn – no ditching;
- 3) Eat in the cafeteria - No food or drinks outside the cafeteria without permission from school authority;
- 4) Keep the table areas clean;
- 5) Return trays and refuse;
- 6) Use good table and eating manners;
- 7) Put chairs back in their place;
- 8) Cooperate with the faculty supervisors; and
- 9) Stay in the cafeteria or gym. Students must have permission from the faculty supervisor to be in any other places during lunch.

Students who do not follow the rules of the cafeteria may be subject to disciplinary action.

## **COMPUTER USAGE AGREEMENT**

Students and parents must review the Acceptable Use and Internet Safety Policy before they will be permitted to have access to the school’s computers, network, or the Internet. The complete policy is printed later in this handbook. Violations of the policy will be considered as violations of the Student Code of Conduct and may be subject to disciplinary action including loss of computer privileges, detentions, Thursday Night School, In-School assignment, suspension or expulsion. All computers, electronic organizers, or PDAs on school property are subject to search under the same guidelines as a book bag or purse. Email messages, whether sent or received are considered public messages and the student should assume no right of privacy for any email messages.

## CONDUCT CODE & DISCIPLINE POLICY

Education cannot proceed without discipline. Discipline is the presence of a friendly, yet business-like rapport in which students, teachers, and administrators work toward POSITIVE GOALS.

### STUDENT CONDUCT CODE

The items in this Code are applicable to all students when properly under the authority of school personnel during a school activity, function, or event whether on property owned, rented, or maintained by the Board of Education or property owned, rented, or maintained by another party. The provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, within the line of sight of school property, on school transportation, or if the act interrupts the educational environment. Additionally, the conduct code applies to misconduct by a pupil that occurs off school property but is connected to activities or incidents that have occurred on property owned or controlled by the district and misconduct by a pupil that, regardless of where it occurs, is directed at a district official or employee or the property of such official or employee.

This Code shall also be inclusive for the right to exercise authority and for personal and property protection of administrators, teachers, librarians, or clerks, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, visitors, or other authorized school personnel.

Violations by a student of any one or more of the following rules of conduct may result in disciplinary action(s), which may include, but not limited to: verbal warning, detention, Thursday Night School, parental contact by telephone or letter, in-school assignment, out-of-school suspension, Alternative School placement, referral to legal authorities, disciplinary removal, expulsion, or permanent exclusion. A student may be suspended pending the outcome of expulsion proceedings.

### Chemical Abuse

- A. Use, possession, concealment, transmitting, or being under the influence of **Alcoholic Beverages, or Low Alcohol Beer**, that being brewed or fermented malt product containing either no alcohol or not more than 0.5% of alcohol by volume.
- B. Use, possession, concealment, buying, selling, transmitting, or being under the influence of any **Narcotic Drug or other controlled substance and/or Drug Paraphernalia**, including, but not limited to marijuana, as well as any counterfeit or “look alike” controlled substance or any prescription or non-prescription drug or medication not on the school grounds in accordance with the District’s policy governing use of medication.
- C. Being **under the influence of Alcoholic Beverages or Mind Altering Substances**.

### Conduct

- D. Violations of the **Acceptable Use and Internet Safety Policy**.
- E. **Damage, Destruction, Defacement or Vandalism** of school property, private property, school premises (including buses) or at any school.
- F. **Disruption of School** by use of violence, force, coercion, threat, harassment, noise or disorderly conduct. This shall include use of it to incite others toward acts of disruption.

- G. **Horseplay** or behaving in an unsafe manner in halls, classrooms, shop areas or gym. This includes excessively **rough play** during lunch time basketball.
- H. **Flagrant Violations or Repeated Offenses** of any school rules or accepted standards of school behavior.
- I. **Gambling** for money, valuables, or other considerations
- J. **Commission of an immoral act.** (Rude, inappropriate behavior)
- K. Violation of school policies pertaining to **dress and appearance.**
- L. Violation of school policy prohibiting **cell phones** and other **electronic communication devices.**
- M. **Disrespect** to any school staff member.
- N. **Insubordination and/or Disobedience or Lack of Cooperation** in refusing to comply with directions of school personnel.
- O. **Taking or eating food or having drinks outside of the cafeteria without official permission.**
- P. Possession of **laser pointers.**
- Q. **Leaving school property** or assigned area prior to the specified dismissal time without official permission.
- R. **Loitering, littering, or causing a disturbance** on public or private property adjacent to, across from, or in close proximity to a school site, while either coming to and from school or school activities, or during the school day, or during school activities.
- S. **Misuse of school property.**
- T. **Being present in restricted areas** (including but not limited to: south end of the building unless you are in a class, boiler room, the parking lot without permission, any locker room unless changing for class or activities, additional restricted areas listed below). Students are expected to leave the building and grounds at the end of the school. **Unless a student is in a supervised after-school activity, he/she should not be in the building more than 15 minutes after the final bell. Loitering on the grounds or wandering the halls** after school hours may result in disciplinary action.
- U. **Use of Profane, Indecent, Inappropriate, or Obscene Language** written or verbal. This shall include, but not be limited to, the use of obscene gestures, pictures, writing or messages on clothing or signs.
- V. **Repeated Tardiness** to class or school.
- W. **Theft** of school property or equipment, theft of personal property of any school personnel, or of another student or visitor, including property at school-sponsored activities
- X. **Unauthorized throwing** of any object including, but not limited to, snowballs.
- Y. No student shall **violate traffic and parking regulations**, regulations governing student use of automobiles or recklessly operate a motor vehicle on school premises or while under the jurisdiction of the school authorities
- Z. **Truancy** from school; including study hall, class, or any other assigned activity for class, or any other assigned activity for part or all of a day, without school authorization
- AA. Failure to pay **tuition** or other approved charges.
- BB. **Violation of Federal or State Statutes** on school premises or involving school activities.
- CC. **Violation of state student mandates**, including, but not limited to, required immunization.
- DD. **Violation of terms of suspension, expulsion, or other forms of discipline.**
- EE. **Those acts or violations listed in the permanent exclusion** portion of the Board policy on student disciplinary procedures.
- FF. Any other form of **behavior which is detrimental to a proper school and/or school activity atmosphere** as prescribed by the Administration and as outlined in the student/parent handbook for the building in which the student is enrolled.
- GG. The Superintendent may prohibit a student from attending and/or participating in the District's graduation ceremonies as part of a student's suspension, expulsion, or removal from school.

## **Deception**

- HH. Cheating** or permitting another student to cheat from your work.
- II. False Alarms** - including fire and/or bomb threats.
- JJ.** The act of **Falsely Reporting Incidents**, making accusations, or giving false testimony to school personnel.
- KK. Falsifying** times, dates, parent's signatures, grades, addresses, or other data or information
- LL. Plagiarism.**
- MM.** No student or group shall establish **or attempt to establish any club or organization** within the school, or while under the jurisdiction of the **school without the approval of the Board of Education** and the assignment of a faculty advisor.

## **Violent Conduct**

- NN. Assault, Assault and Battery** or threat thereof to any school personnel, other student, or visitor. Threatening to assault anyone is also prohibited.
- OO. Arson or Attempted Arson, and Related Offenses** including, but not limited to, making or attempting to build a fire, or setting fire to any materials on school property when not under the supervision of an adult engaged in an educational activity.
- PP.** The act of **Extortion** from any person
- QQ. Fighting** among two or more students. This shall include inciting and/or encouraging others to fight.
- RR. Harassment** on the basis of race, color, national origin, ancestry, citizenship, religion, handicap, age or gender (see harassment policies).
- SS. Hazing and Intimidation**, subjecting other students to pranks or humiliation
- TT. Violation of the Anti-bullying or Dating Violence Policy** – Refer to the school website for the full text of this document.
- UU. Possession of a Firearm:** Student shall be expelled for a period of one (1) year for bringing a firearm to a school operated by the Board or on to any other property owned or controlled by the Board. The expulsion shall be extended into the school year following the school year in which the incident that gave rise to the expulsion takes place, if necessary. The Superintendent may reduce the expulsion on a case-by-case basis if it is determined that the student was unaware that he/she possessed a firearm. This does not mean that the student was not aware he/she possessed a weapon, which falls within the definition of a firearm; but that the student was unaware that he/she possessed the weapon. For example, the firearm was planted on the student without his/her knowledge. The Superintendent is permitted to expel a student for up to one (1) year for possessing a firearm at school or on any other property owned or controlled by the Board, which firearm was initially brought onto Board property by another person.
- VV. Possession, Use or Threatened Use of Fireworks, Explosives, or other such instruments** capable of inflicting bodily injury or disrupting the operation of the schools.
- WW. Possession, Use, or Threatened Use of a Knife:** A student may be expelled for a period of up to one (1) year for bringing a knife to a school operated by the Board or on to any other property owned or controlled by the Board of Education.
- XX. Possession, Use, or Threatened Use of Weapons**, or any object, which might be considered a dangerous weapon or instrument of violence, including counterfeit or look-alike weapons.

## **CHEMICAL ABUSE POLICY**

The Indian Lake High School recognizes that use by students of mood altering chemicals represents inappropriate behavior that interferes with the learning process and may indicate a chemical dependency. It is, therefore, the policy of the Indian Lake High School to intervene with students whenever behavior is observed which suggests chemical use. Chemical abuse by students is a cultural phenomenon that can best be addressed by cooperative efforts of the Indian



Lake High School, parents/guardians, and the entire community. The Indian Lake High School will assist in identifying chemical abuse, will help in referring the student/family for professional assistance, and will assist by supporting those students who are recovering.

The Indian Lake High School recognizes that student chemical abuse is often accompanied by inappropriate behavior that may violate discipline policies. In all cases, discipline policies will be enforced and violations of law reported.

A summary of the consequences for violations of this policy follows:

- A. First Offense
  - 1. 10 day suspension and recommendation to Superintendent for expulsion
  - 2. Driver's license suspension for 90 days
  - 3. These penalties may be reduced if student/family agrees to have a professional evaluation and follow the recommendations given
- B. Second Offense
  - 1. 10 day suspension and recommendation to Superintendent for expulsion
  - 2. Driver's license suspension until student's eighteenth birthday
- C. Third Offense
  - 1. 10 day suspension and recommendation to Superintendent for expulsion
  - 2. The Superintendent will initiate expulsion procedures.

## **TOBACCO VIOLATIONS**

(Includes Items Associated With Tobacco and Nicotine Containing Products- Electronic Cigarette or Vape-Pen)

A student shall not possess, use, transmit, or conceal any Tobacco products or items associated with tobacco products (including lighters, matches, etc.) on school premises, during school activities, or events off school grounds. No student shall smoke or use any tobacco product on any school property. (Holding a lighted or unlighted cigarette is interpreted as smoking.)

**1st Offense – 3-Day In-School Suspension, Completion of SBIRT and CATCH Programs**

**2nd Offense – 5-Day In-School Suspension, Parent Conference and Court Intervention**

**3rd Offense – 3-Day Out of School Suspension, Unruly Charges filed with Court.**

## **FIGHTING**

1st Offense: Student will be suspended three (3) to five (5) days of school depending on the circumstances.

2nd Offense: Student will be suspended five (5) to ten (10) days of school along with Parent meeting with Logan County Court.

3rd Offense: Student will be suspended ten (10) days out of school along with Unruly Charges filed with the Court and possible recommendation for expulsion.

## **PUBLIC DISPLAY of AFFECTION**

Public Display of Affection (PDA) can be inappropriate and cause a negative reaction among students, staff, and visitors in the school. Students who engage in unacceptable public displays of affection in the school or on school property are subject to intervention by staff and, if necessary, disciplinary action. Holding hands is acceptable, but hugging, snuggling, kissing, and other forms of PDA are unacceptable.

## **RESTRICTED AREAS**

The following is a list of areas where students are not to be:

1. The custodian's area (boiler room). Students are not to enter or exit the school via the doors in the boiler room;

2. The area around the stadium where the buses are parked during school hours;
3. The outside of the building including the parking lot, except the usual times before school and after school;
4. During lunch periods:
  - a. All of the upstairs area (except for students having classes there), and
  - b. The academic wings.
5. The backstage area except for those involved with music, drama, etc.
6. Entrance and exit doors by the shop and music area;
7. The kitchen except for those students who are employed there;
8. Any room or area not under the direct supervision of a teacher;
9. The teacher mail room; and
10. The entire south addition, unless in the direct supervision of a class/teacher.
11. Students are expected to leave the building and grounds at the end of the school. Unless a student is in a supervised after-school activity, he/she should not be in the building more than 15 minutes after the final bell. Loitering on the grounds or wandering the halls after school hours may result in disciplinary action.

### **TARDINESS - to SCHOOL and to CLASSES**

Students are expected to be on time for school and for all classes. The Assistant Principal will keep records of tardiness to school and class.

If a student arrives to first period after the beginning bell and before the conclusion of first period, this student is considered tardy to school. The following procedure will be followed in relation to tardiness to school **(this will be for each semester):**

First and Second Tardy	Warnings - No Punishment
Third and Fourth Tardy	Wednesday Detention
Fifth Tardy	Thursday Night School
Sixth Tardy	TNS and Parent Meeting
Seventh Tardy	TNS and Parent Meeting with Court
Eighth Tardy	Thursday Night School

Thursday Night Schools will be assigned for any student accumulating in excess of eight (8) first period tardies. If a student drives to school and becomes habitually tardy (in excess of six) the student may lose the privilege to drive to school for a period of time.

Students who are late to any class during the school day will be given a tardy slip from the teacher or office for that class. The following procedure will be followed in relation to tardiness to classes **(this will be for each semester):**

First and Second Tardy	Warnings-No Punishment
Third and Fourth Tardy	Wednesday Detention
Fifth and Any Additional Tardies	Thursday Night School

Excessive tardiness may result in unruly charges being filed in Juvenile Court

## **Discipline Policy**

### **DETENTIONS**

Students given an administrative detention will have one day to notify their parents. The detention period will be on Wednesdays from 3:00 until 4:00 p.m. A student should come to this period with materials to study. Students are required to provide their own transportation home. Failure to report to assigned detention period may result in discipline taken to the next level (Thursday Night School, In School Assignment, Out of School Suspension, or notification to Juvenile Court).

A teacher can also assign their own detention that will be served with the assigning teacher on the assigned date no sooner than 2 calendar days from when it was issued. Teachers are to notify the parent/guardian of the student of this detention prior to the assigned date. A teacher assigned detention will follow the same guidelines of an administrative detention unless modifications are set-up by the teacher and parent in advance of the date of the detention.

#### **RULES FOR DETENTION:**

1. Be on time. You cannot leave until the detention is over and the Detention Supervisor has dismissed you.
2. An administrator or the Detention Supervisor may assign you writing projects to complete before beginning your homework. Bring school assignments and materials for study.
3. Bring paper, pencils, and other necessary materials.
4. Stay busy with school assignments the entire time. Students may not sit idly or sleep in detention. Students who do not bring homework will be assigned work by the detention supervisor.
5. Do not talk or cause any distractions or disruptions.
6. Students who do not attend detention will be assigned Thursday Night School. The only permissible excuses are personal illness or death in the family. If a student is at school and does not attend detention, a doctor excuse must be provided or the student will face further disciplinary action. **Transportation problems are not reasons to miss detention. Students are required to adjust work and extracurricular schedules to accommodate assigned detentions.**

#### **THURSDAY NIGHT SCHOOL:**

Students who receive a Thursday Night School will have at least one day to notify their parents. A copy of the Thursday Night School paper will be mailed home. Thursday Night Schools are held on Thursday's after school from 3:00 until 6:00 p.m. Students are required to provide their own transportation from Thursday Night School. Students who do not serve an assigned Thursday Night School may be subject to out-of-school suspension or notification to Juvenile Court.

#### **RULES FOR THURSDAY NIGHT SCHOOL:**

1. Be on time. You cannot leave until the Thursday Night School is over and the Thursday Night School Supervisor has dismissed you.
2. An administrator or the Thursday Night School Supervisor may assign you writing projects to complete before beginning your homework. Bring plenty of work. You will need schoolwork to last the entire three and one half hour time period. Students who do not bring work will be assigned work by the Thursday Night School supervisor. Failure to complete that assignment will result in removal from Thursday Night School and suspension from school.
3. Bring school materials including paper, pencils, books, and other necessary items. Do not bring candy, beverages, radios, cards, magazines, or any other food or recreational items.
4. Be ready to work. You will only be permitted one short individual break to use the restroom from 4:25-4:30. You will not be allowed to put your head down on the desk and/or sleep.
5. Wear clothes that follow the school dress code.
6. Follow all rules, behave, and cooperate with the teacher in charge; Failure to do so can result in removal from Thursday Night School.
7. Students who do not attend Thursday Night School will face Out-of-school suspension or In-school assignment. The only permissible excuses are personal illness or death in the family. If a student is at school and does not attend detention, a doctor excuse must be provided or the student will face further disciplinary action. **Transportation problems are not reasons to miss a TNS. Students are required to adjust work and extracurricular schedules to accommodate assigned detentions.**

## **IN-SCHOOL ASSIGNMENT/ALTERNATIVE SCHOOL ASSIGNMENT**

In-School Assignment is a disciplinary action which results when a student's behavior warrants the student to be excluded from the everyday school environment yet still remains in school. This method of discipline is on the progression of discipline. During In-School Assignment, a student is able to complete the assigned school work and receives credit if completed and turned in that school day. School work not completed the day of the suspension will be counted late and will fall under the late work policy. The time a student spends completing In-School Assignment does not affect a student's attendance.

## **OUT OF SCHOOL SUSPENSION**

Suspension from school means that the student shall not be on school property and shall not attend classes or activities during the inclusive times of suspension. School work completed out of school during an Out of School Suspension is due the day they return to school and will be graded with a 50% penalty.

## **ANTI-HARRASSMENT POLICY**

It is a violation of the law and school rules for any student to harass, intimidate, or threaten another student or staff member. Offenders may be subject to the penalties outlined in board policy. This behavior pertains to all forms of harassment including written, verbal or nonverbal. Electronic harassment such as texting, email, Facebook or Twitter. Other forms of harassment would include physical, sexual, religious, or racial harassment. If a student is the victim or witnesses any such behaviors, they should report this behavior to the office or guidance department immediately. All reports shall be kept confidential and shall be investigated as soon as possible. The following board of education policies can be found in their entirety at the Indian Lake Schools website under Board of Education.

### **2266 - NONDISCRIMINATION ON THE BASIS OF SEX AND FORMAL COMPLAINTS OF SEXUAL HARASSMENT IN EDUCATION PROGRAMS OR ACTIVITIES**

This guideline provides additional information about the District's procedures in addressing allegations of Sexual Harassment, in its education programs and activities. All information below supplements Board Policy 2266 – Nondiscrimination on the Basis of Sex and Formal Complaints of Sexual Harassment in Education Programs or Activities. To the extent, there is a conflict between these guidelines and Policy 2266, the Policy controls.

### **5517 - ANTI-HARASSMENT**

"Sexual Harassment" has the same definition as set forth in the policy of the Board as reflective of the definition set forth in Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the R.C. 4112.02.

### **5517.01 - BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR**

#### **Definitions of Terms:**

"Harassment, Intimidation, or Bullying" means any intentional written, verbal, graphic, electronic, or physical act that a student or group of students exhibited toward another particular student more than once and the behavior both:

The Board designates and authorizes the following individual(s) to oversee and coordinate its efforts to comply with Title IX and its implementing regulations:

High School Principal  
937-686-8851  
6210 State Route 235 N Lewistown, Ohio  
title9@ils-k12.org

## **DRESS AND ACCESSORY CODE**

Indian Lake High School recognizes that part of its mission is to develop social skills, respect for all people and understanding and respecting diverse viewpoints in its students. Our goal is to provide a safe, friendly, comfortable yet **business-like atmosphere** for all students. All students are expected to use good judgment in their personal appearance and dress. School dress should be such that it ensures the health, welfare and safety of the students and our school. **At no time should dress and grooming be such that it distracts from the teaching and learning process or insults or demeans other people.**

With the above statements in mind, the following rules apply:

### **CLOTHING**

- 1) must not have writing or patches which state, suggest or promote alcohol, tobacco, or any other drugs
- 2) must not have writing or patches which state, suggest or promote sexual or suggestive meanings
- 3) must not have writing or patches which state, suggest or promote obscenity or inappropriate meanings
- 4) must not have language that creates a hostile, intimidating, harassing or offensive learning environment
- 5) must not have language that is insulting, abusive, threatening or harassing to any member of the school staff or student body based on issues such as sexual orientation, gender, ethnic background, religious beliefs or disabilities

### **SHIRTS and TOPS**

- 1) must cover shoulders
- 2) must cover the midriff, waist, chest and back areas with hands raised above head
- 3) must be long enough to be tucked into pants
- 4) no spaghetti strap tops, halter tops, or mesh tops
- 5) sheer shirts over sleeveless tops do not meet these requirements

### **SHORTS**

- 1) must reach to the **bottom of the student's fingertips when arms are hanging naturally** at the sides and must not contain any holes

### **SKIRTS, CULOTTES, and DRESSES**

- 1) must reach to the **bottom of the student's fingertips when arms are hanging naturally** at the sides and must not contain any holes

### **PANTS and SLACKS**

- 1) must be worn at the waist
- 2) must not be excessively ragged; no holes above fingertip length
- 3) pajama pants do NOT meet the dress code requirements

### **SHOES**

- 1) must be worn at all times. We strongly discourage wearing flip-flops, thongs, or shower shoes to school due to safety concerns. Shoes that do not stay securely on the foot are a hazard climbing stairs and do not provide protection in shop or lab classes. Students may be required to wear appropriate shoes in shop or lab classes for their safety.
- 2) bedroom slippers are NOT allowed in school.

## **HATS, CAPS, HOODS, and HEAD SCARVES/BANDANAS**

- 1) **must not be worn OR carried in the building**
- 2) **face masks worn by students must adhere to the Dress Code**
- 3) students and visitors are required to remove hats upon entering the building
- 4) hoods on sweatshirts count as hats and must be kept off the head in the building

## **DARK GLASSES, and SHADES**

- 1) must not be worn in the building during the school day

## **COATS**

- 1) must not be worn in the building during the school day
- 2) must be kept in the student's locker during the time that the student is in school

## **BAGS, BACK PACKS, and PURSES**

- 1) may be brought to school, but must be small enough to fit in lockers. **BAGS, BACK PACKS, and PURSES** are to remain in the student's locker from first bell to last bell. To reduce congestion in the halls and classrooms, all bags must be kept in your locker unless needed for a particular class, i.e. gym class.
- 2) must not contain items which are not allowed in school

The Principal/Assistant Principal will decide if parents should be called to bring clothes or clothes may be issued to the student. Any time out of the classroom for dress code violations will be counted as unexcused and the student will be unable to receive credit for missed assignments.

## **STUDENTS OVER THE AGE OF EIGHTEEN**

All students, eighteen years of age or older, will be treated the same way as any other student concerning compliance with school rules, regulations and policies. This includes requiring parental excuses for absences or leaving school early, notifying parents about disciplinary actions and expecting parental permission/authorization forms.

If a student has reached the age of eighteen, educational records will be sent to the student's parents without the consent of the student, unless the student has established to the school that he/she is totally emancipated in accordance with Ohio Revised Code.

When a student reaches the age of eighteen, free public education becomes a privilege, not a right or a requirement. Older students have a responsibility to provide a positive role model for younger students. Should a student over the age of eighteen decide not to obey school rules, he/she may exercise the option to withdraw from school.

## **ELECTRONIC EQUIPMENT**

### **Definition of "Electronics"**

"Electronics" means any privately owned wireless communication device or portable electronic equipment. This includes, but is not limited to: smartphones, smartwatches, tablets, iPads, ebook readers, netbooks, and laptops.

### **Security and Damages**

Responsibility to keep the device secure rests with the individual owner. ILS is not liable for any device stolen or damaged. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations.

### **Privileges and Rights**

Students may be denied wireless access at any time. Students should not have the expectation of privacy on any device they bring into the Indian Lake School District. If staff members suspect improper use of any such device, administration has the right to confiscate the device.

### **Student/Parent Agreement**

We allow students to bring their personal electronic devices to school. The use of such devices is a privilege, not a right. When abused, privileges will be taken away. Students bringing personal devices to school and their parents/guardians must adhere to the Student Code of Conduct, as well as all Board policies concerning use of such devices, particularly the Acceptable Use and Internet Safety Policy.

Additionally, in regards to technology:

### **Personal Electronics**

**Indian Lake High School recognizes the benefits and downfalls of students having personal electronics at school. Understanding there is a time and place for such electronics is a valuable skill to learn for students at ILHS. Indian Lake High School will operate on a no phone/personal electronics policy during school hours of 8:00 a.m. - 2:49 p.m. Students will not be permitted to use any personal electronics in the classrooms, restrooms, or hallways unless permission is granted by the teacher. Students will be allowed to use personal electronics in the Cafeteria and Main Gym during their lunch period. Students should have their personal electronics turned off and in their lockers if they are planning to have them in the building. Students not following this policy will be subject to the following consequences:**

- 1<sup>st</sup> Offense: Student's phone, ear buds, or other personal electronics will be confiscated by staff and turned in to the office. Student may pick up the item(s) at the end of the day.**
  - 2<sup>nd</sup> Offense: Student's phone, ear buds, or other personal electronics will be confiscated by staff and turned in to the office. Student will be issued a detention and parents can pick up the item at the end of the day.**
  - 3<sup>rd</sup> Offense: Student's phone, ear buds, or other personal electronics will be confiscated by staff and turned in to the office. Student will be issued a Thursday Night School and parents can pick up the item at the end of the day.**
  - 4<sup>th</sup> Offense: Student's phone, ear buds, or other personal electronics will be confiscated by staff and turned in to the office. Student will be issued a Thursday Night School and parents can pick up the item at the end of the day. A parent meeting will take place, along with the student's phone/electronics privileges being suspended for 30 school days.**
  - 5<sup>th</sup> Offense: Student's phone, ear buds, or other personal electronics will be confiscated by staff and turned in to the office. Student will be issued a Thursday Night School and parents can pick up the item at the end of the day. The student's phone/electronics privileges will be suspended for 90 school days.**
- Unauthorized recording (including pictures and audio) or videotaping of students and staff members by any means is strictly prohibited.**
  - Student takes full responsibility for his or her technology and keeps it with himself or herself at all times. The school is not responsible for the security of the technology.
  - Must be in silent mode while on school campuses and while riding school buses.
  - May not be used to cheat on assignments or tests, or for non-instructional purposes (such as making personal phone calls and text/instant messaging).
  - Student accesses only files on the computer or Internet sites which are relevant to the classroom curriculum. Games are not permitted.

- Student complies with teachers' request to shut down the technology or close the screen.
- Student acknowledges that the school's network filters will be applied to one's connection to the Internet and will not attempt to bypass them.
- Student understands that bringing on premises or infecting the network with a Virus, Trojan, or program designed to damage, alter, destroy, or provide access to unauthorized data or information is in violation of the AUP policy and will result in disciplinary actions.
- Student realizes that processing or accessing information on school property related to "hacking", altering, or bypassing network security policies is in violation of the AUP policy and will result in disciplinary actions.
- The school district has the right to collect and examine any device that is suspected of improper use.
- Student realizes that printing from personal technology will not be possible at school.

Discipline for students not using electronics and technology appropriately will range from loss of privileges, to Wednesday Detention, Thursday Night School, or Suspension and notification of Authorities for the most severe offenses.

\*If a student is caught with another student's device, the student who is caught will receive the punishment and the parents of the owner of the device must pick up the device.

**Important Note: Additional discipline may result if the database of the confiscated electronic device violates any additional Conduct Code Infractions. This includes but not limited to "sexting" and pornographic pictures/texts.**

### **ACADEMIC INTEGRITY (CHEATING/PLAGIARISM)**

Absolute integrity is expected of everyone at Indian Lake High School. Academic and personal integrity entail a firm adherence to a set of values essential to an academic community grounded in honesty, trust, fairness, respect, and responsibility for all.

Violations -The following are examples of activities that violate the spirit of academic integrity. This is not a definitive list:

- Knowingly representing the work of others as one's own;
- using, obtaining, or providing unauthorized assistance on examinations, papers, or any other academic work;
- forging a signature to certify attendance, completing of a course assignment, or any other gain for any purpose not authorized;
- altering a teacher's grade book or computer records;
- changing answers and seeking credit on assignments or examinations after work has been graded or returned;
- communicating, copying materials, allowing another to copy your materials, using unauthorized materials during a quiz, test, project, or homework assignment;
- submitting falsified information for grading purposes;
- removing tests or parts of tests with the knowledge or consent of the faculty member;
- stealing, using or accepting stolen copies of test or answer keys;
- committing any other violation intended to obtain credit for work that is not one's own.

The following statement is applicable for all documents submitted at Indian Lake High School:

At Indian Lake High School, you will neither give nor receive unauthorized aid in class work, quizzes, tests, preparation of reports or projects, or in any other work that is used to evaluate you with specific permission for collaboration or with proper citation. All work may be submitted to a variety of sources to check for plagiarism.



A zero (0) will be assigned for any assignment, quiz, test, project, or activity on which a student cheated along with additional disciplinary action ranging from Wednesday Detention to Recommendation for Expulsion.

### **MEDIA POLICY/PHOTO RELEASE**

Indian Lake High School students are active in many events which can promote the individual student, school, and community in a positive manner. While being active in these events, digital media (i.e. but not limited to pictures, video images, audio clips) may be taken for use within official district publications, news releases, district web pages, or individual school web pages without further notification. Parental consent is required to allow use of these images.

Upon consent, parents acknowledge the following: the district's right to crop or edit the digital media for clarity purposes; that once their student's photograph, video image, or audio clip is published on a web site, it can be downloaded by any computer user, on or off campus; that their student's name may be published along with the student's picture. They also agree to indemnify, defend and hold harmless the members of the Indian Lake School District Board of Education, the District, its officers, employees, agents, successors and assignees (the "Indemnified Parties") from and against any and all claims and liabilities resulting from such publishing.

Each Indian Lake High School student is subject to this policy. The authorized use of their digital media will remain in effect until or unless notification in writing is received by Indian Lake High School from the student's parent stating their refusal of digital media use of their student.

### **EMERGENCY DRILLS**

Emergency drills are required by state law. Instructions are posted in each room. Drills will be conducted for fires, tornados, and intruders. Your cooperation is expected and appreciated. Students are to remain quiet and proceed as instructed by faculty.

### **FOOD and BEVERAGES during the SCHOOL DAY**

Food and beverages are permitted before school and during lunch. **Only products sold by the cafeteria and school vending machines are permitted.** The cafeteria will be open before school and during lunch for purchases by students. Trash from food and beverages is to be cleaned up and placed in wastebaskets.

### **OHIO HI-POINT CAREER CENTER**

All students from Indian Lake attending Ohio Hi-Point Career Center remain students of Indian Lake High School and are subject to our rules and regulations. While waiting for the bus to transport them, these students are required to remain in the cafeteria or lobby. They may not leave these areas and circulate in the halls whether before school or once classes have started. Failure to remain in the lobby or cafeteria will result in disciplinary actions including but not limited to denial of bus privileges.

## **Academics**

Parents or eligible students may review and inspect the educational records maintained at ILHS. The complete policy concerning this may be obtained in the Principal's office. However, the school does forward records to other educational institutions upon request, and does release directory information upon request unless the parent or eligible student in writing asks that this not be done.

### **SOCIAL SECURITY NUMBER**

All students must have their social security number on file in the school office.

## **REQUIREMENTS FOR GRADUATION**

Graduation requirements from ILHS (i.e. total credits and required credits) are as follows:

### **Required Courses**

English	4 credits
Mathematics	4 credits
Science	3 credits
Social Studies	3 credits
Senior Prep	1 credit (two semesters; one includes Financial Literacy)
Physical Education	1/2 credit (two semesters)
Health	1/2 credit
Fine Arts	1 credit
Electives	5 credits

**NO STUDENT MAY GO THROUGH COMMENCEMENT EXERCISES UNLESS HE/SHE HAS MET ALL THE REQUIREMENTS FOR GRADUATION, AS PER BOARD POLICY, INCLUDING PAYMENT OF FEES AND CHARGES.**

## **OHIO HI-POINT CAREER CENTER STUDENTS**

Students attending the Career Center will be required to graduate with 22 total credits.

## **CREDIT LEVELS FOR GRADE PLACEMENT**

The following credits must be earned for promotion to the next grade:

To obtain <b>Sophomore</b> status	<b>5.5 credits</b>
To obtain <b>Junior</b> status	<b>11 credits</b>
To obtain <b>Senior</b> status	<b>16.5 credits</b>
To <b>Graduate</b>	<b>22 credits</b>

## **EARLY GRADUATION**

For any student planning to graduate in less than four years, an Early Graduation Conference is recommended before the end of the first semester of the sophomore year. Written parental permission must be on file no later than the end of the first grading period of the first semester of the junior year.

## **GRADING POLICY**

### **● Grade Point Average (GPA)**

- A.....93-100 .....4.0
- A-.....90-92 .....3.7
- B+.....87-89 .....3.3
- B.....83-86 .....3.0
- B-.....80-82 .....2.7
- C+.....77-79 .....2.3
- C.....73-76 .....2.0
- C-.....70-72 .....1.7
- D+ .....67-69 .....1.3
- D.....63-66 .....1.0
- D- .....60-62 .....0.7

- F.....BELOW 60 .....0.0

**Courses will run either Semester or Year-long.**

**Final grades for semester courses will be based on the average accumulated from the two “9 week grades” and the final exam.**

**Final grades for year-long courses will be based on the average accumulated from the four “9 week grades” and the final exam.**

**Final grades are computed as follows: each quarter percentage multiplied by 2, semester and final exam each count as 1, divide the total number by 5 for semester or 10 for year-long courses.**

**F1 – students who miss more than 60 hours in a semester or 120 hours in a year, will receive an F1 (no credit) for the course. This is also computed on a period basis.**

## **Honor Roll**

Honor Roll listings are based on individual grading period GPA's. Minimum GPA is 3.0.

Accumulative GPA and rank in class are based solely on **final** grades.

## **Valedictorian/Salutatorian**

To be considered for valedictorian and salutatorian, a student must also demonstrate academic rigor. Therefore, the student must meet the following requirements or the equivalent:

- 3 credits of Advanced English courses to include American Literature, European Literature, and English 12 Advanced
- 2 credits of Advanced Math (Pre-Calculus and Calculus or Statistics)
- 3 credits of Advanced Science courses (Biology Advanced, Chemistry, Human Bio, Physics and Chem II)
- 3 credits of Advanced Social Study courses to include World History Adv, American Gov't Adv (excluding OHP students), and Psychology/Sociology
- 2 credits of the same Foreign Language

The class of 2022-23 will need to meet the following criteria:

To be considered for valedictorian and salutatorian, a student must also demonstrate academic rigor. Therefore, the student must meet the following requirements or the equivalent:

American Literature and European Literature or English 12 Advanced, Pre-Calculus and Calculus or Statistics, 3 credits of Advanced Science courses (Biology Adv, Biology II Adv, Human Bio, Chemistry, Physics, and Chemistry II). 3 credits of Advanced Social Studies courses (American History Adv, World History Adv, American Government Adv (excluding OHP students), Psychology, and Sociology), 2 credits of Foreign Language.

# **Attendance**

## **ATTENDANCE POLICY**

Regular school attendance is an important ingredient in students’ academic success. Excessive absences interfere with students’ progress in mastering knowledge and skills necessary to graduate from high school prepared for higher education and the workforce. To support academic success for all students, the District will partner with students and their families to identify and reduce barriers to regular school attendance.

## **Indian Lake High School 2021-22 Attendance Policy**

Excused Absence	Verified Absence	Unexcused Absence
Physicians Note	Parent Phone Call	No Call
Dentist Note	Parent Note	No Note
Religious Holiday	Parent Text	No Text
Court	Parent Email	No Email
Approved Field Trip		
Approved Community Service		
Approved Employment		
JDC		
Death in Immediate Family		
Approved College Visit (3)		
Approved Job Shadow (3)		
Approved Vacation (5)		
Military Appointment (3)		
		<b>36 hours per semester</b>

### **CONSEQUENCES**

Students going over **36 hours per semester of Verified or Unexcused absences** will need to make up **ALL MISSING HOURS (1 day = 6 hours)** with Detention (1 hour) and Thursday Night School (3 hours). It is the student’s responsibility to schedule any makeup time with the office prior to the end of the semester.

**Students going over 72 hours for the school year will require court intervention along with the make-up of any hours over 72 with Detention and Thursday Night School Attendance Recovery.**

## **MARKING ATTENDANCE OF STUDENTS**

The half-way point of the school day is the end of **fourth period (11:39 a.m.)**. A student must stay until the end of fourth period, to be present for the first half of the day. To be present for the second half of the day, a student must sign-in before fifth period begins.

## **TYPES OF ABSENCES**

The Ohio Department of Education has a definite, stated policy regarding absences from school (3321.04 ORC). In brief, the policy is as follows: Absences from school for any reason other than those which are listed below and recommended by the State Department of Education are not acceptable and will carry disadvantages for the student. Those reasons that are acceptable by the Ohio Department of Education and Indian Lake High School are:

## **EXCUSED ABSENCES**

Physicians Note, Death in Immediate Family, Religious Holiday, Approved Military Appointment, Approved Field Trip, Approved Community Service, Approved Employment, JDC, Court Appearance, Approved College Visit (3), Approved Job Shadow (3), Approved Out of State Vacation (5) and all absences from class when they are the result of participation in a legitimate, authorized school activity are not counted towards the 36 hour unexcused limit for the semester. For example, field trips authorized by a teacher, service as a precinct officer at an election, college visits authorized by the guidance office, or other days/hours authorized by school personnel.

NOTE: College Visits, Job Shadow, and Military Appointments are not to exceed three (3) days per school year and must be approved at least three (2) days in advance. No college visits will be permitted after May 1.

## **VERIFIED ABSENCES**

Any absence in which the parent/guardian calls, texts, or emails the office of the student's absence will be considered verified. This verified absence will remove the student from the automated call to the parent/guardian that day.

**This type of absence, along with unexcused absences will count towards the total number of truant absences.**

**Unexcused and Verified absences must not exceed 36 hours per semester**

## **UNEXCUSED ABSENCES**

Any absence not listed as Excused is considered Unexcused and the hours will count toward the 36 hour unexcused limit for the semester. Parents are expected to notify the school of any absence by phone call, note, text, or email. Written notes need to be

received within two days of the absence. A physician's note will change an unexcused absence to an excused absence.

**This type of absence, along with verified absences will count towards the total number of truant absences.**

**Unexcused and Verified absences must not exceed 36 hours per semester.**

NOTE: Questions about extenuating circumstances for absences need to be approved by the principal before the end of the semester. Examples include student confinement in the hospital or at home due to illness, an accident, pregnancy, etc.

NOTE: When family trips are unavoidable, the school should be notified at least one week in advance in order to avoid truancy. The student and parent will need to complete a form that will then be given to the assistant principal for approval, and the student will need to contact teachers for assignments prior to leaving.

### **EXCESSIVE VERIFIED ABSENCES and CONSEQUENCES**

- **Absent 38 or more hours in one school month with or without an excuse.**
- **Absent 65 or more hours in one school year with or without an excuse.**

### **STEPS FOR EXCESSIVE ABSENCES:**

Step 1: Parents will be notified in writing (letter mailed home) within 7 days of the triggering absences.

Step 2: Student will follow plan for absence intervention.

Step 3: Student and family may be referred to community resources.

### **HABITUAL TRUANCY and CONSEQUENCES (Unexcused or Verified Absences):**

- **Absent 30 or more consecutive hours without a legitimate excuse;**
- **Absent 42 or more hours in one month without a legitimate excuse;**
- **Absent 72 hours in one year without a legitimate excuse.**

### **STEPS FOR HABITUAL TRUANCY:**

Step 1: An Absence Intervention Team (AIT) will be assigned. The AIT MUST include:

- An administrator
- A counselor or teacher
- The child's parent or guardian
- May include a Logan County Juvenile Court Representative

Step 2: Within 7 days of the triggering absence, the administrator will organize the AIT and make 3 meaningful attempts to include the student's parent or guardian on the team.

Step 3: Within 10 days of the triggering absence, the student will be assigned to the team.

Step 4: Within 14 days after the assignment of the team, the district will develop the student's AIT plan.

Step 5: Within 7 days after the development of the plan, the district will notify the parent of the plan.

Step 6: If the student does not make progress on the plan within 61 days or continues to be excessively absent, the district will file a complaint with the Logan County Juvenile Court.

- If the 61<sup>st</sup> day falls in the summer, the plan may be extended into the next school year.
- If Habitual Truancy is met 21 days before the last day of school, the district may assign a school official to work with the child and guardian to develop an AIT during the summer and implement it within 7 days of the next year, OR reconvene the AIT the 1<sup>st</sup> day of the next school year.

### **ACTIONS OF ATTENDANCE INTERVENTION TEAM/ADMINISTRATION**

- **Require meetings with the AIT to determine possible barriers to acceptable attendance.**
- **Require supporting documentation for all absences (i.e. doctor note)**
- **Require students to attend lunch intervention or after school detention.**
- **Require students to attend Thursday Night School (TNS) to “roll back” excessive absences.**
- **Student will be assigned TNS if absences (unexcused) exceed 36 hours (approximately 5 days) for any semester or 72 hours (approximately 10 days) for the year.**
- **Require students to attend Summer School to “roll back” excessive absences.**

### **ARRIVING or LEAVING DURING THE SCHOOL DAY**

1. Students who arrive at school any time during the school day after the beginning of period 1 are required to come to the high school office and sign in. If the late arrival is due to a reason that is excusable, the proper note should be presented when signing in. Students who have approved late arrival or come from the JVS also have to come to the office and sign in. Students who do not sign in will be counted as absent.
2. Students who leave the school at any time during the school day before the end of 8<sup>th</sup> period are required to come to the high school office and sign out. Students who leave during the school day must have parental permission (either a note or telephone call) and permission/approval from the office. All absences from school, even partial days, are counted toward the yearly absence limit. Students who are absent for a period will be counted as absent for that period. Students who sign out during 8<sup>th</sup> period will be recorded as absent for that period.
3. Students who have approved work programs or early dismissal also must come to the office and sign out. Students who have signed out must leave the school building/grounds immediately. Students who leave the school without permission/approval and/or signing out will be subject to disciplinary action.
4. Students involved in a work program who leave at 11:39, do not have to attend on 2 hour delay days unless the administration determines that the student has excessive absences.

## **High School Assignment Policy**

Projects, presentations, assignments, and homework are administered to enhance the learning process. Therefore, students are expected to complete all school work on time and to make up any work missed for any type of absence.

### **Late Work Policy**

**All students, no matter the class, will follow this policy**

#### **In-Class Assignment Policy**

All work that is assigned during class and is due by the end of class or that period **cannot** be turned in late. Any work not completed during the period will result in a zero.

#### **Late Homework Policy**

1 day late = 50% off

When the assignment is 2 days late, the student must voluntarily, (or with teacher guidance), attend lunch intervention and get a signature/stamp of approval from the Lunch Intervention teacher in order to be eligible for the 50% credit. Students must stay in Lunch Intervention the entire period. Late assignments can only be recovered up until the midterm of that grading period, or after the midterm up until the end of the quarter.

Teachers or administrators may assign Lunch Intervention at their discretion for missing assignments.

Multiple missing assignments may result in Wednesday Detention, Thursday Night School, In-School Suspension, or charges filed with the Logan County Court.

**Late Work** – Students may be able to earn up to half credit for late work until the interim or from the interim until the end of the quarter. For excessive late work, the student will have to complete lunch intervention and/or after school detention/Thursday Night School to earn the 50% for the missing work.

**Field Trips** – If an assignment is due on the day of a field trip, students must make arrangements to submit the assignment by the end of the day (3:00 p.m.) or it will be considered late. For assignments given on the day of a field trip, students will follow the excused absence policy for submitting work.



**Tests** – If the student is informed of the test date and is absent for any reason the day prior to a test, the student is expected to take the test the next day he/she is in class.

**Dual Enrollment/College Credit Plus** – For these courses, the teacher may follow the university policy.

**Calamity Day Assignments** – Assignments are due two weeks from the date of the cancellation.

## **NEW STUDENTS**

Parents and guardians who are registering and enrolling any new student must live in the Indian Lake School District or have administrative approval. Parents or guardians must have legal custody of the student and present the required court papers when registering and enrolling the student. Any student entering ILHS after the completion of his/her sophomore year may be required to meet state requirements for graduation. Indian Lake requirements that exceed state standards may be waived.

## **EDUCATIONAL OPTIONS**

The minimum standards of the Ohio Department of Education provide for a variety of Educational Options, on an individual, contract basis, to meet special needs and to provide enrichment opportunities. Allowed under this provision are such programs as correspondence courses, independent study, online coursework and credit flex. These are implemented only as the need is identified through personal, individual counseling. Contact the guidance office for more information.

## **COLLEGE CREDIT PLUS**

Eligible students can take a course and earn high school and college credit that appears on both their high school and college transcripts. Teachers who teach a College Credit Plus course in a high school must receive professional development and be an adjunct professor at a college or university. All courses offered through College Credit Plus—even courses offered in the high school—must be the same course that the college offers. The course must apply to a degree or professional certificate. College Credit Plus replaces the Post Secondary Education Option, also known as PSEO, and redefines “alternative dual enrollment” programs as advanced standing programs. The student is enrolled in both high school and college and can attend the class in any setting arranged by the college. To be eligible, students must meet the admission standards of the participating college or university to which they apply for enrollment. There is no cost for the student to participate in College Credit Plus when the student is enrolled in a public college or university. The high school and college or university share the cost for the course. Students choosing to enroll in a participating private college or university might incur costs. Students who fail a CCP course are responsible for all costs associated with the course.

## **SCHEDULING AND SCHEDULE CHANGES**

1. All students at Indian Lake High School must be enrolled in at least 6 periods of course work each school day. Students in work programs (e.g. Ag Projects) are exempt from this requirement.
2. Courses selected during registration are to be considered FINAL.
3. Students who fail a required course will be required to complete Summer School for that course.

## **STUDENT SCHEDULES**

Students are expected and required to follow their class schedules every day. Students who do not follow their class schedules may be subject to disciplinary action. Students who want to go to another place during class (examples: rest room, office, guidance, etc.) must have permission from their teacher for the class that is scheduled for that time. Students are only to go to the area for which they have permission and are expected to return in a reasonable amount of time.

## **METHOD OF DETERMINING GRADE POINT AVERAGE**

To determine GPA, for honor roll or to determine class standing, the following grade-value scale is used (see point scale on page 14).

Point averages will be calculated by using the final grades in all graded subjects that the students take in their four years of high school. Multiplying the grade times the credit value of the course produces the “quality points” for each course. For example, Health is worth 1/2 credit, and Chemistry is worth 1 credits. An A in Health would be worth 2 quality points, while an A in Chemistry is worth 4 quality points. The total quality points are divided by the total credits attempted. The resulting number is the GPA (Grade Point Average).

(Formula for GPA:

Grade value X credit value = quality points. Quality points/credits attempted = GPA)

## **HONOR ROLL**

Honor Roll listings are based on individual grading period GPA's. Minimum GPA is 3.0. Accumulative GPA and rank in class are based solely on semester average grades.

## **REPEATING A SUBJECT**

This may only be done with counselor approval and when the next course in the sequence is also scheduled. For example, Algebra I may be retaken only when Algebra II or Geometry is scheduled. The lower grade is then replaced by the higher grade and recomputed for the GPA.

# **Student Services**

## **ACCEPTABLE USE AND INTERNET SAFETY POLICY FOR THE COMPUTER NETWORK OF THE INDIAN LAKE SCHOOL DISTRICT**

The Indian Lake School District is pleased to make available to students access to interconnected computer systems within the District and to the Internet, the world-wide network that provides various means of accessing significant educational materials and opportunities.

In order for the Indian Lake School District to be able to continue to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use of this access. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the School's teachers and other Staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions, you should contact the person that your School has designated as the one to whom you can direct your questions. If any user violates this Policy,

the student's access will be denied, if not already provided, or withdrawn and he or she may be subject to additional disciplinary action.

## **I. PERSONAL RESPONSIBILITY**

By signing your handbook receipt, you are agreeing not only to follow the rules in this Policy, but are agreeing to report any misuse of the network to the person designated by the School for such reporting. Misuse means any violations of this Policy or any other use that is not included in the Policy, but has the effect of harming another or his or her property.

## **II. TERM OF THE PERMITTED USE**

A student who submits to the School, as directed, a properly signed Policy and follows the Policy to which she or he has agreed will have computer network and Internet access during the course of the school year only. Students will be asked to sign a new Policy each year during which they are students in the Indian Lake School District before they are given an access account.

## **III. ACCEPTABLE USES**

A. **Educational Purposes Only.** The Indian Lake School District is providing access to its computer networks and the Internet for *only* educational purposes. If you have any doubt about whether a contemplated activity is educational, you may consult with the person(s) designated by the School to help you decide if a use is appropriate.

B. **Unacceptable Uses of Network.**

Among the uses that are considered unacceptable and which constitute a violation of this Policy are the following:

1. uses that violate the law or encourage others to violate the law. Don't transmit offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the Indian Lake School District's Student Discipline Policy; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them.
2. uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, "trojan horse," "time bomb" or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.
3. uses that jeopardize the security of student access and of the computer network or other networks on the Internet. For example, don't disclose or share your password with others; don't impersonate another user.
4. uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers and social security numbers.

C. **Netiquette.** All users must abide by rules of network etiquette, which include the following:

1. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.
2. Avoid language and uses which may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon

- slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.
3. Don't assume that a sender of e-mail is giving his or her permission for you to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should only be done with permission or when you know that the individual would have no objection.
  4. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format which the recipient can open.

#### IV. INTERNET SAFETY

- A. **General Warning; Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guide to materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the School.
- B. **Personal Safety.** Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.
- C. **"Hacking" and Other Illegal Activities.** It is a violation of this Policy to use the School's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.
- D. **Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by Ohio law, for internal administrative purposes or approved educational projects and activities.
- E. **Active Restriction Measures.** The School, either by itself or in combination with the West Central Ohio ITC (WOCO) providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The School will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

## **V. PRIVACY**

Network and Internet access is provided as a tool for your education. The Indian Lake School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the Indian Lake School District and no user shall have any expectation of privacy regarding such materials.

## **VI. FAILURE TO FOLLOW POLICY**

The user’s use of the computer network and Internet is a privilege, not a right. A user who violates this Policy, may have his or her access to the computer network and Internet terminated or monitored, which the Indian Lake School District may refuse to reinstate for the remainder of the student’s enrollment in the Indian Lake School District. A user violates this Policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this Policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The Indian Lake School District may also take other disciplinary action in such circumstances.

## **VII. WARRANTIES/INDEMNIFICATION**

The Indian Lake School District makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this Policy. It shall not be responsible for any claims, losses, damages or costs (including attorney’s fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user’s use of its computer networks or the Internet under this Policy. By signing this Policy, users are taking full responsibility for his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the School, the Indian Lake School District, the West Central Ohio ITC (WOCO) that provides the computer and Internet access opportunity to the Indian Lake School District and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims or damages resulting from the user’s access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user’s parent(s) or guardian(s) agree to cooperate with the School in the event of the School’s initiating an investigation of a user’s use of his or her access to its computer network and the Internet, whether that use is on a School computer or on another computer outside the Indian Lake School District’s network.

## **VIII. UPDATES**

Users, and if appropriate, the user’s parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new Policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or

his/her parents or guardian) or such new Policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the School to receive such information.

## **ACCIDENTS AND INSURANCE**

The school is responsible only for immediate first aid. The Board of Education does not pay any medical or hospital bill incurred as a result of an accident to the pupil at school. The parent or guardian is responsible for the payment of such bills.

We urge you to avail yourself of the protection afforded through school insurance. You will be given information regarding various insurance plans during the first week of school.

In the case of an accident, no matter how minor, the student should report that accident to the teacher immediately. In the case of severe accidents or acute illness, emergency care will be given and the parents or guardians will be notified.

## **COLLEGE VISITS**

Students who wish to visit a college during the school day must make arrangements in advance through the guidance department. The student is responsible for securing permission from his/her parents, guidance counselor and teachers. The pre-visit paperwork must be submitted to the guidance department at least three days before the college visit. Verification of the appointment must also be returned to the guidance department within three days of the visitation. If the student fails to complete the necessary paperwork, the day will be counted as an unexcused absence. Juniors are permitted two college visits during the school year and seniors may have three visits. No college visits will be approved during the month of May unless they are counselor initiated.

## **CLINIC**

The school clinic is provided as a first-aid room for students who are injured or become ill at school. Students must have permission from their teachers to go to and/or stay in the clinic or sick room. It is the responsibility of the students to notify their teachers. Students are not to stay in the restrooms when sick. They are to report to the office or the sick room. If a student becomes ill and wishes to go home, the student must report to the office so that the office may contact the student's parent/guardian and secure permission for that student to leave school. No student may leave the building without permission from someone with authority in the office.

## **HOME INSTRUCTION**

The Board of Education will provide instruction, as appropriate, for a student confined to home. Students must have been absent or must be expected to be absent for at least 20 consecutive school days to be eligible. Parents must pick up the form from the student's counselor.

## **INFOHIO**

A username and password are needed to access the online electronic resources provided by the State of Ohio from your home computer. Direct your browser to the website: [www.infohio.org](http://www.infohio.org). The username is: **ils** and the password is: **golakers**. Entry may also be made from a link on the school's homepage.

## **LOCKERS**

The lockers belong to the school and are provided for the student's convenience. Students will be assigned a locker by the Assistant Principal. Students are not to change lockers unless they have permission from the Assistant Principal. All lockers are subject to inspection at any time. Any unnecessary damage or defacing of lockers may result in misconduct penalties and/or fine assessment.

## **MEDICATIONS**

Due to our concern of drug use and abuse and the handling of pills and medications, the County Board of Education has adopted the following policy:

Before any medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the student's physician accompanied by the written authorization of the parent. This document shall be kept on file in the office of the Principal.

Only medication in its original prescription bottle labeled with the date of the prescription, the student's name, and exact dosage will be administered. Parents, or students authorized in writing by physician and parents, may administer medication or treatment. Failure to follow this policy may result in consequences of the Chemical Abuse Policy.

## **POLICIES REGARDING SCHOOL BUSES**

Riding the school bus is a privilege that may be denied for misbehavior. All school rules apply on the bus. Failure to follow the rules will result in disciplinary action or loss of bus privileges.

### **General Bus Guidelines**

1. The driver is in full charge of the bus and the students. Students shall obey the driver cheerfully and promptly.
2. Students shall obey and respect the orders of monitors or aides on duty (if applicable).
3. Students shall be at the bus stop when it arrives (at least 5 minutes prior to assigned pick-up time); the bus cannot wait for those who are not on time.
4. Students shall sit in their assigned seat.
5. Students shall observe the following:
  - a. Safety requires that students stand on the sidewalk or side of the road, out of the roadway, while waiting for the bus.
  - b. Spitting on the bus is against health and safety rules. Such conduct will be reported to the school principal.
  - c. Papers or other trash should not be thrown on the bus floor. (Students may be asked to clean the bus)
  - d. No one should damage or deface the bus in any way. Repair costs will be billed to the parent/guardian.
  - e. Safety requires that students should avoid any unnecessary conversation with the driver of the bus.
  - f. Safety requires that students use an indoor voice level while on the bus. The noise level on a bus should be similar to the school classroom environment.
  - g. Safety requires that students do not lean their heads out of windows or extend their hands out of windows.
  - h. Safety requires that students may not leave the bus without the driver's consent except at their assigned bus stop or at school.
  - i. Safety requires that courtesy and respect must be shown to fellow passengers, persons along the route and the bus driver.
  - j. Safety requires that students respect others personal space by keeping hands, feet and other objects to themselves.
  - k. Inappropriate language will not be tolerated.
  - l. Safety requires that if there are no sidewalks; walk on the left side of the road, facing traffic, when walking to and from the bus stop.
6. Safety requires that students who must cross the road when being picked up or dropped off should follow the bus driver's instructions.
7. Should any student persist in violating any of these regulations, it shall be the duty of the driver to notify the principal. The building principal may deny the disobedient student the privilege of riding the bus until permission to ride again is given in accordance with the

Board of Education policy. (Written notice of the action of the principal shall be furnished to the parent/guardian.)

8. Any complaint of drivers, students, or parents/guardians, not specified in the above regulations, shall be reported promptly to the principal.
9. Should the conduct of a student on the bus endanger the lives or morals of other people, and the offending student fails to cease such conduct when requested by the bus driver to do so, with permission of the principal, the offender may be removed from the bus. This will be done only in extreme cases and as a last resort to protect the safety of other students.

## **POLICIES REGARDING DRIVING TO SCHOOL**

Driving to school and parking on school property is a privilege provided to students by the Board of Education. All students wishing to drive to school will be required to register any automobile driven to school. A parking tag must be displayed on the windshield of the car that is driven to school. The tag may be obtained in the assistant principal's office. The tag is to be displayed on the driver's side windshield so it can easily be seen and can be transferred from car to car.

Upon entering school property, students must park their vehicles immediately. Students may not loiter in parked cars. Students are not to leave school property via cars during the normal school day without permission from the administration. Students are not permitted in the parking lot during the school day except for early dismissal. This policy is for the protection of student's automobiles. Lockers are furnished to every student and automobiles do not take place of lockers.

Since driving to school is a privilege, this privilege will be revoked by the administration for violation of school policies. Included in the reasons for having the privileges revoked are: No permit displayed, double parking, parking where there are no parking spaces, speeding, peeling out, unsafe operation, hauling passengers in truck beds, parking in teachers' parking areas, etc. Students who use automobiles to leave school without permission can also have their driving privileges revoked. Non-registered cars and cars registered to students who have been denied the privilege to park may be towed away at the driver's expense. For violations of driving and parking lot rules and regulations that do not result in denial of parking privileges, detentions and/or Thursday Night Schools may also be assigned. Cases of unsafe operation of automobiles may also be reported to the sheriff.

## **POLICIES REGARDING HIGH SCHOOL DANCES**

Persons entering a dance sponsored by Indian Lake High School must be a student of Indian Lake High School or guest whom is accompanied by an enrolled student. **Guests who are unable to obtain administrative approval are not permitted to attend any school dance.** If a student whom is enrolled in another school district is planning on attending an Indian Lake High School sponsored dance, this student must complete and have turned in the Dance Admission Form **at least one week prior to the day of the dance.** This visitor must comply with all Indian Lake High School policies and procedures. **All policies and procedures which apply during the regular school day at Indian Lake High School also apply at after school dances.**

Only student's who have accumulated enough credits to be a Junior or Senior will be able to attend prom unless the student is a guest of a Junior or Senior in good credit standing and students must be a Freshman or above to attend any high school dance

## **RESTROOMS**

The restrooms are designed for a specific purpose. They are not lounges and are not to be used for social gatherings during lunch. The upstairs restrooms are off-limits during the lunch except for students in classes upstairs who have secured passes from their teachers to use the restroom.



## **VISITORS**

Anyone not currently registered as a student or staff member is considered a visitor to Indian Lake High School. This group includes parents and alumni. We welcome adult visitors to Indian Lake High School with the following rules:

1. All visitors must report immediately upon entering the building to the main office to register and receive a visitor's pass. Those who do not register will be asked to leave. Those who refuse to leave or continually reappear will be charged with trespassing.
2. Alumni visits are restricted to before and after school hours. Alumni may meet with former teachers during their conference periods provided arrangements have been made ahead of time. There will be no student visitors allowed in the building at any time.
3. No visitor may enter a classroom while a class is in session.
4. Permission will not be granted to have a visitor come to school during lunch or to attend classes with you.
5. Parents are welcome to visit ILHS at any time, but must check in with the office in order that proper arrangements are made.
6. Prospective students who wish to visit ILHS must make prior arrangements with the office.

## **WORK PERMITS**

Work permits are available in the office. There are three parts to the permit:

1. application for employment certificate
2. pledge of employer
3. physician's certificate (copy of current sports physical is acceptable)

# **STUDENT ACTIVITIES, CLUBS & SPORTS**

### **Art Club**

If you would enjoy getting involved with other art students and developing the art program at ILHS, the Art Club is for you. Fund-raising activities will also be done by the group. The money raised will help buy equipment and fund local field trips.

### **Boys Baseball**

Baseball is an interscholastic sport played in the spring and is open to any student in grades 9 through 12. Baseball has a varsity and junior varsity team that consists of approximately 30 total student athletes that compete in the CBC conference. Opportunities are open to those that work hard, are coachable, and have a desire to learn about America's Pastime.

### **Boys Basketball**

Boys basketball is an interscholastic sport played in the winter, open to boys in grades 9 through 12. It is an exciting game that teaches fundamentals, discipline, team play and life values while players have fun in the process.

### **Girls Basketball**

Girls basketball is an interscholastic competition of lady "hoopsters". It takes a dedicated individual capable of practicing two hours a day for up to six days a week, but the dedication is worth the effort. The teamwork, discipline, and friendships developed during the season will last a lifetime.

### **Bowling – Boys and Girls**

Bowling is an interscholastic sport played in the winter of the year and is open to any female or male, grades 9 through 12, interested in learning the fundamentals of the game. Players are required to supply their own equipment.

### **Business Professionals of America (BPA)**

Business Professionals of America is the leading organization for students pursuing careers in business. BPA aims to develop leadership, academic, and technological skills in the workplace among students and leaders within the community. BPA's motto is: Today's students, tomorrow's business professionals.

### **Cheerleading**

Cheerleaders at Indian Lake High School take on many responsibilities. They must attend camps and clinics in order to prepare them for the cheering season. During the season, they must spend many hours preparing for pep rallies, special events, and games. There are three squads of cheerleaders: Varsity Football, J.V. Basketball, and Varsity Basketball. Both Varsity squads have a mascot. Tryouts usually begin in March or April.

### **Cross Country**

Interscholastic Cross Country is open to all girls and boys who enjoy distance and are willing to commit to a regular off season running program. Competition includes CBC teams plus running at a variety of great invitational meets in the area during the fall. Individual awards plus team competition offer rewards for your hard work and dedication.

### **Football**

Our interscholastic football program is open to those who have a desire for discipline and physical contact. Indian Lake is a member of the Central Buckeye Conference. Our football program supports a varsity team, a junior varsity team, and a freshmen team.

### **FCCLA (Future Career and Community Leaders of America)**

FCCLA is a student organization that operates through the Work & Family Life department. Any student who is presently taking or has taken a Work & Family Life class is eligible to join. It is a local, state and national organization which provides many opportunities to develop leadership, responsibility and personal growth through a variety of school activities, home experiences and community projects. Students in Work & Family Life classes will work on FCCLA activities as part of their regular class work.

### **FFA (Future Farmers of America)**

The FFA (formerly Future Farmers of America) is a national organization dedicated to preparing members for leadership and careers in the science, business and technology of agriculture. Local, state and national activities and award programs provide opportunities to apply knowledge and skills acquired through agriculture education. Nationwide, there are 669,989 student members in 8,630 local FFA chapters in all 50 states, Puerto Rico and the U.S. Virgin Islands. The Ohio FFA Association has 25,237 members in 315 chapters throughout Ohio.

### **Golf – Boys and Girls**

Golf is an interscholastic sport played in the fall of the year and is open to any female or male, grades 9 through 12, interested in learning the fundamentals of the game. Players are required to supply their own equipment.

### **Improv Club**

Improv Club is for those wanting to playact fun and interesting situations/scenes with fellow members. Improve your public communication skills while making people laugh. Be taught the style of improvisation from The Second City Improv Theatre in Chicago.

### **Judo Club**

This club is open to all high school students interested in improving physical strength, balance, and flexibility. Students of Judo also learn discipline and necessary skills for self-defense as well as make new friends and develop self-confidence.

### **Key Club**

The Key Club is a service club, providing assistance in a wide variety of school and community areas. Some members will also attend regional and national conventions. The Key Club is associated with, and supported by, a Kiwanis Club.

### **Meistersingers**

The Meistersingers is a select high school show choir. It consists of students in grades 9 through 12 who are enrolled in Chorale and were selected by audition in the spring of the previous school year. There is no predetermined number of students, but generally no more than 44 are selected. The ensemble rehearses extensively throughout the summer and fall and performs throughout the year. The choir presents two large productions during the year, the Extravaganza in the fall and the Spectacular in the spring. Members are responsible for the purchase of their show choir clothing.

### **Musical**

The high school musical production takes place in early March. Any student in grades 9 through 12 may audition to be a cast member. Auditions are generally held in early December. Rehearsals take place after school and on weekends during January and February, plus the week of the show. Students pay a fee for costuming.

### **National Honor Society**

National Honor Society members are juniors and seniors selected by the faculty on the basis of leadership, character, and service. Candidates will be required to maintain a 3.5 accumulative grade point average to be considered for National Honor Society.

### **Quiz Bowl Team**

The purpose of the Quiz Bowl Team is to promote competition and learning through the practice and competition related to the CBC Conference match schedule and additional tournaments throughout the year. Quiz Bowl is a knowledge and recall competition that takes place all over the country throughout the year. The team has the opportunity to qualify for local, state, and national competitions through their results in the competitions throughout the year.

### **SADD (Students Against Destructive Decisions)**

The Indian Lake SADD Chapter is comprised of students who are interested in informing students, parents and community members about the hazards of destructive decisions. Activities include Red Ribbon Week, Hooked-on-Fishing with elementary students, Tobacco Awareness, Prom Pledge, Mock Accident, and other activities to help reduce destructive decisions. The club is open to students in grades 9-12.

### **Science Club**

The Science Club is a group of students devoted to experiencing science in all its forms. Our objectives lead us to discover different aspects of science and nature through field trips, lab experiences, and outreach activities. Past activities outside the lab have included: fossil hunting trips, trips to Kings Island and Cedar Point, and shark dissections with 8<sup>th</sup> graders. In addition, fundraisers are held for Science Club activities and the senior Science Club Scholarship. Science Club is open to any student in grades 9 through 12.

### **Ski Club**

Provides the opportunity for students to be properly instructed in skiing and snowboarding. Students can purchase a five week pass including lessons, or a discounted season pass through Mad River Mountain with the Ski Club registration.

### **Soccer – Boys and Girls**

Soccer is an interscholastic sport played in the fall of the year and is open to any male or female, grades 9 through 12, interested in learning the game.

### **Softball**

Girls fast pitch softball is a competitive sport in which we play a 20 to 25 game schedule. We vie for the CBC conference title yearly. We combine the competitive desire to win with a desire to improve skills and strength. These factors, coupled with team closeness, make for an enjoyable season. This is a good opportunity for anyone interested in a varsity sport to work hard and achieve their best.

### **Spanish Club**

The Spanish Club is composed of students who are studying Spanish. Any student interested in learning more about the culture and customs of Hispanic countries is encouraged to join. Every two years students will have an opportunity to travel to a foreign country. Fund-raisers will be planned in order to alleviate some of the students' costs.

### **Student Council**

Student Council is composed of elected representatives and four elected officers. The responsible, hard-working students act as a policy-making body within the school system. The organization is recognized at the state and national levels. Student council projects include Homecoming and Homecoming Dance, a winter dance, and monthly projects for the school and community.

### **Swim Team**

Indian Lake recognizes individuals who compete with area swim teams (e.g. at the Bellefontaine Hilliker YMCA) and who compete in regional and state meets against other schools. The school does not provide a coach, transportation, or supervision for this activity.

### **Track**

Interscholastic track and field is open to all girls and boys who desire discipline and hard work to help achieve their goals. Competition includes CBC teams plus competing in some of the best invitational in the area. Medals, ribbons, and trophies are yours for the taking, if you work hard enough.

### **Indoor Track**

Track athletes may choose to compete during the winter in a few meets around the state where indoor tracks are available. Coaches are involved in this activity.

### **Volleyball**

Junior varsity and varsity volleyball are open to girls in grades 9 through 12. Volleyball starts in early August and runs to the first week of November. Not only are the fundamentals and strategies of volleyball taught, but responsibility, self-discipline, and sportsmanship are also emphasized. Getting along with others, team play and the thrill of competition are also experienced in the sport of volleyball.

### **Wrestling**

Wrestling is an individual sport with a fourteen member varsity squad. If numbers are sufficient, there are plans for providing a freshman and junior varsity schedule. Wrestling provides athletes of all sizes an opportunity to compete against individuals of their own weight in

a one-on-one, controlled situation. The season involves many invitational tournaments as well as a few dual matches. The season culminates with the District, Sectional, and State Tournaments.

### **Yearbook**

A yearbook is not just a photo album, it is a history of the year. It expresses the character of the school and those who compose it. It reflects the trends and times, fashions and fads that set one particular year apart from others. The yearbook is a memory book and a resource/reference tool. The yearbook class is open to juniors and seniors by application. The purposes of the yearbook class are as follows:

1. To publish, edit, and distribute the school yearbook;
2. To train those students with interest in writing, design, and photography;
3. To provide a sound learning activity in the field of journalism;
4. To involve students in public relations in working with the community; and
5. To teach students effective sales techniques.