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**District Information**

**District Mission**

*Anthony Wayne Local Schools empowers students to be future ready.*

**District Vision**

Driven by our core beliefs and rich traditions, Anthony Wayne Local Schools will be among the best school districts in the state and our future ready Generals will be prepared to march forward with a foundation that will allow each individual ultimate success.

**Portrait of a General**

The Anthony Wayne Local Schools *Portrait of a General* was developed in collaboration with our community and identifies the characteristics that all students should demonstrate upon graduation. Students are provided with opportunities to develop these attributes in addition to a rigorous academic curriculum.

**Learner’s Mindset**

A GENERAL curiously pursues new experiences and ideas to develop, learn, and contribute as global citizens; while also embracing their core values and opportunities to progress through the cycle of learning, failure, growth, and reflection with integrity.

**Critical Thinking**

A GENERAL deliberately and consistently investigates to expand and improve the quality of one’s own thinking by embracing the process of analyzing, assessing, and reconstructing information to propose solutions that are mindful to the impact they may have on the other parts of a system.

**Collaboration & Communication**

A GENERAL articulates thoughts and ideas in a professional manner; effectively using oral, written, and nonverbal skills in a variety of ways and actively listens to feedback, acknowledges inputs, and responds appropriately. A GENERAL elicits diverse perspectives to make meaning, and when appropriate takes collective action.

**Adaptability & Flexibility**

A GENERAL demonstrates awareness and a willingness to change course and acts by reflecting on options while keeping the ultimate goal in mind.

**Empathy**

A GENERAL demonstrates awareness, sensitivity, concern, fairness, and respect to connect with others' perspectives, feelings, opinions, experiences, and cultures.
Equal Opportunity Statement

The Anthony Wayne Board of Education declares it to be the policy of this District to provide an equal opportunity for all students regardless of race, color, creed, disability, religion, sex, ancestry, age, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District.

Concerns regarding access to equal education should be brought to the attention of the District Civil Rights Compliance Officer: Mr. Kevin Herman, Assistant Superintendent, 9565 Bucher Rd., Box 2487, Whitehouse, Ohio 43571; Phone: 419-877-5377.

Any concerns related to sexual harassment of Title IX should be reported to the Title IX Coordinators:

Kevin Herman
Assistant Superintendent
and Title IX Coordinator
Anthony Wayne Local Schools
Central Administrative Office
9565 Bucher Road
Whitehouse, OH 43571
419-877-5377

Jennifer Karl-Thompson
Director of Student Services (K-6)
and Title IX Coordinator
Anthony Wayne Local Schools
Central Administrative Office
9565 Bucher Road
Whitehouse, OH 43571
419-877-5377

Mascot and School Colors
Anthony Wayne Local Schools is the home of The Generals. The official colors of the District are royal blue and white.

Alma Mater
Anthony Wayne we’re all for you In ventures great or small
To you the school we love so well, We dedicate our all.
With faith and trust we will ensure a future bright and true.
And with eternal pride we pledge Allegiance now to you.

Pep Song
Fight team fight for Anthony Wayne!
Come on team we must win this game.
Get that ball and raise that score.
Higher and higher, more and more.
Cheer for the blue and Cheer for the white.
Come on, team, we must win tonight.
Far and wide we point with pride
to Anthony Wayne High School.
Contact Information

Anthony Wayne Local Schools  
9565 Bucher Rd., Whitehouse, OH 43571  
www.AnthonyWayneSchools.org

419-877-5377

Follow us on Twitter @awgenerals

Board of Education

Jeff Baden  
Lindsay Hoipkemier  
Rochelle (Shellie) McKnight  
Kyle Miller  
Mike Stamm

jbaden@anthonywayneschools.org  
Ihoipkemier@anthonywayneschools.org  
Rmcknight@anthonywayneschools.org  
Kmiller@anthonywayneschools.org  
Mstamm@anthonywayneschools.org

The Anthony Wayne Board of Education meeting calendar is available online at  
www.AnthonyWayneSchools.org/Board

District Administration

Jim Fritz  
Kevin Herman  
Kerri Johnson

Superintendent  
Assistant Superintendent  
Treasurer

Superintendent@anthonywayneschools.org  
Kherman@anthonywayneschools.org  
Kjohnson@anthonywayneschools.org

Our School

Anthony Wayne Junior High School  
6035 Finzel Road, Whitehouse, OH 43571

https://www.anthonywayneschools.org/AWJH

419-877-5342

Follow us on Twitter @awlsjh

Jordan LeFevre  
Lori Williams  
Stephanie Buckenmeyer  
Hayley Aller  
Amy Barbour  
Shauna Dunbar

Principal  
Assistant Principal  
Assistant Principal of Curriculum and Career Development  
Athletic Director  
School Counselor  
School Counselor

Jlefevre@anthonywayneschools.org  
Lwilliams@anthonywayneschools.org  
Sbuckenmeyer@anthonywayneschools.org  
Haller@anthonywayneschools.org  
Abarbour@anthonywayneschools.org  
Sdunbar@anthonywayneschools.org

Libby Gagen  
Amy Nofzinger  
Jamie Gladwell

Nurse  
Secretary  
Secretary

Lgagen@anthonywayneschools.org  
Anofzinger@anthonywayneschools.org  
Jgladwell@anthonywayneschools.org

A full District directory is available online at www.AnthonyWayneSchools.org/Contact
Welcome to Anthony Wayne Junior High School
A Letter from the Principal

Dear Anthony Wayne Junior High Generals:

Our staff, faculty, and administration welcome you to Anthony Wayne Junior High where we are respectful, responsible, safe, and involved. In this handbook, information can be found on how to have a positive and successful year at the Junior High. Our instructional programs, school activities, and expectations are presented throughout this document. Take time to review this handbook with your friends and family so they can become aware of the many opportunities, responsibilities, and experiences you will encounter this year.

The administration, faculty, and staff are driven to make Anthony Wayne Junior High one the best schools in the state by preparing all students to be future ready. Working together, I am certain we can achieve this goal.

Sincerely,

Jordan LeFevre, Principal
AWJH School

Building Award

Anthony Wayne Junior High is proud to be recognized as a Purple Star School for its commitment to supporting military-connected students and families. Any military-connected AWJH Student can be a part of our Purple Star Generals. The group meets during homebase to plan activities that support our military-connected students, veterans and active duty military personnel.
District Calendar and School Schedule

The 2023-24 District Calendar includes important events to add to your calendar such as holiday breaks, scheduled professional development for staff, parent teacher conferences and more. A copy is available for download at the end of this document or by visiting the District website at www.AnthonyWayneSchools.org/Schedule.

Parents are encouraged to use the same link to access the District Events Calendar to stay up-to-date on what is happening across the district.

Regular Daily Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:20 a.m.</td>
<td>Building opens to students*</td>
</tr>
<tr>
<td>7:45 a.m.</td>
<td>School day begins</td>
</tr>
<tr>
<td>2:35 p.m.</td>
<td>Dismissal</td>
</tr>
</tbody>
</table>

Two-Hour Delay Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:20 a.m.</td>
<td>Building opens to students*</td>
</tr>
<tr>
<td>9:45 a.m.</td>
<td>School day begins</td>
</tr>
<tr>
<td>2:35 p.m.</td>
<td>Dismissal</td>
</tr>
</tbody>
</table>

*Students are not permitted to enter classrooms until this time as staff members may not be present to provide appropriate supervision in classrooms.

After School

At the end of the school day, students are to leave the school grounds by bus, other vehicle, or walk home unless participating in a school sponsored sport or activity that requires the student to remain after the school day.

Office Hours

The Anthony Wayne Junior High School Office is open from 7:00 a.m. - 3:00 p.m. when school is in session. You may leave a voicemail message outside regular business hours. Summer office hours are posted on the front doors of the school and will be available on the school webpage.

Visitors

All visitors must be buzzed in using the front entrance. Guests should report to the front office and complete a background check through our VisitU System. You will be provided with an identification badge to wear during your visit. Secretaries can assist you with this process.
Attendance and Absences

The State of Ohio's attendance laws mandate that parents ensure their children attend school regularly. The only legal reasons for absence are personal illness, death in the family and observance of a religious holiday. In the event of an absence, parents are required to call the school before 8:00 a.m. at 419-877-5342 then press 1. You may leave a voicemail outside of regular school hours. You may also choose to send absence information via email to jhattendance@anthonywayneschools.org.

In accordance with Ohio law, we are required to make an attempt to contact a parent if prior notice has not been given regarding your child’s absence. Parents are also required to send a note upon the child’s return to school with the following information: date of note, name of child (first and last), grade, date of absence, reason for absence and parent's signature.

If the absence is not a reason which has been deemed excusable, the absence will be unexcused.

**Excused absences:**
- Personal Illness (verified by a note from a physician if the absence exceeds 5 school days)
- Illness in the immediate family
- Death of an immediate relative
- Work at home due to absence of parent/guardian
- Observance of a religious holiday
- School sponsored activities
- Vacation (up to 5 days per semester)

**Unexcused absences:**
- All other reasons

Attendance reports are reviewed by the building administrator on a regular basis. One school day missed is the equivalent of approximately 6 hours and 30 minutes.

**Students will be considered habitually truant if the following occurs:**
- 30 Consecutive Unexcused Absence Hours
- 42 Unexcused Absence Hours in One Month
- 72 Unexcused Absence Hours in One School Year

**Students will be considered excessively absent if the following occurs:**
- 38 Absence Hours in One Month (Excused/Unexcused)
- 65 Unexcused Absence Hours in One School Year (Excused/Unexcused)

Any student that reaches one of the above levels will receive a notice from the school as required by the state of Ohio. Students that are deemed habitually truant will need to take part in an Attendance Intervention Plan.
Family Vacations: Unexcused Absence
In the event of family vacation during the school year, which is not scheduled during regular breaks, an "Unexcused Leave/Absence" form must be filled out. This form is available in the school office and on the website at www.AnthonyWayneSchools.org/DistrictForms. Students are expected to turn in missed work upon returning to school.

Leave for Medical Appointments
Students who need to leave during the school day for medical appointments are asked to bring a note to the office specifying the reason for leaving, the exact time they are leaving, who is picking them up, and when they will return. Students are to be picked up from the main office only. Parents must sign their children out. If they return to school, parents must sign them in again. Students must provide a doctor/dentist note upon returning to school. All doctor/dentist offices will provide these notes upon request.

Tardiness Policy

Tardiness to School: Excused
Students who come to school late with a note from their doctor, dentist, legal appointments, etc. will report to the attendance office. Documentation from the appointment attended must be issued to the office upon arrival. Since this is an excused tardy, it is not counted toward the tardiness limit.

Tardiness to school: Unexcused
Students who come to school late due to non-medical illness, oversleeping, missing the bus, car problems, etc. will report to the main office. Tardiness to school will follow the same guidelines as tardiness to class.

Tardiness to Class
If a student was not tardy to school but is tardy to any class during the day, the teacher should mark the student tardy in their records. This tardy policy is to be used for unexcused tardiness to class and unexcused tardiness to school. The following procedure will be used for excessive tardiness:

<table>
<thead>
<tr>
<th>Offense</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>First and Second Offenses</td>
<td>No penalty</td>
</tr>
<tr>
<td>Third Offense</td>
<td>Teacher/administrator issues 1 detention</td>
</tr>
<tr>
<td>Fourth and Fifth Offenses</td>
<td>No penalty</td>
</tr>
<tr>
<td>Sixth Offense</td>
<td>Teacher/administrator issues 1 detention</td>
</tr>
<tr>
<td>Seventh and Eighth Offenses</td>
<td>No penalty</td>
</tr>
<tr>
<td>Ninth Offense</td>
<td>Teacher/administrator issues 2 detentions</td>
</tr>
<tr>
<td>Tenth and Eleventh Offenses</td>
<td>No penalty</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Twelfth Offense</td>
<td>In-school reassignment</td>
</tr>
<tr>
<td>Subsequent Offenses</td>
<td>Administrator’s decision</td>
</tr>
</tbody>
</table>

**Early Dismissal**

No pupil or class may be dismissed prior to the regular hour without the approval of the principal, or designated authority. No pupil may be permitted to leave school prior to the dismissal hour at the request of or in the company of anyone other than a school employee, identified law enforcement agent, court official, or parent of the child unless permission of the parent has been secured first. Students can obtain an early dismissal slip from the office in the morning before school begins. Students must bring a written note from parents stating the reason for the early dismissal and the time to be dismissed. Parents must sign out their child in the office before leaving the building. (Refer to Policy 5230)

**Request for Homework**

When work is missed for excused reasons, arrangements for make-up work must be made immediately upon return to school. It is the student’s responsibility to contact the teacher and make arrangements for make-up assignments and tests. (A general rule for students to follow is that they have as many days to make up work as they missed class, unless the student has exceeded the five excused absence days permitted.)

The preferred method for parents to request homework assignments is to email the individual teachers. Staff email addresses can be found using the staff directory on the District website. If communication with the classroom teacher cannot be made by e-mail, please contact the office. Please do not request homework unless the student is physically well enough to do the work or if the student plans to return to school the following day.

**Field Trips**

Field trips supplement classroom curriculum. All children are expected to participate in field trips just as they would any activity in the classroom. A general permission form is included with registration materials. Specific information about each field trip will be sent home for approval before the trip. Parents may be asked to chaperone students on field trips. Please do not bring additional children to field trips as proper supervision requires that the parent volunteer devote his/her full attention to the students. Further, school insurance does not provide coverage to them.
# Student Records & Administrative Information

## Sharing of Student Information

The Family Educational Rights and Privacy Act (FERPA) gives parents or students over age 18 certain rights with respect to education records, including the right to refuse to allow Anthony Wayne Local Schools permission to release any or all of the types of information, including that defined as directory information.

Directory information such as the student's name, address, awards, honors and other details as designated by Anthony Wayne Board of Education Policy may be disclosed throughout the school year without prior notification.

## Denial of Permission

If a parent refuses to allow Anthony Wayne Local Schools permission to release any or all of the types of information about the student as directory information for the current school year, the parent must notify Anthony Wayne Local Schools in writing by the first day of school each year, by returning the Directory Information/Photo Release form. Failure to notify Anthony Wayne Schools in writing will be considered implied permission to use/release directory information as identified.

The parent of a student or an eligible student has the right to inspect upon request any instrument used in the collection of personal information before the instrument is administered or distributed to a student. ([Board Policy 8330: Student Records](#))

## Contact Information

*It is crucial to have correct up-to-date information on file for your child’s safety.* It is a parent’s responsibility to notify the office when any contact information has changed. Please let the office know if you have a new address, phone number or email address as soon as possible. A change of address form is available on the website at [www.AnthonyWayneSchools.org/DistrictForms](http://www.AnthonyWayneSchools.org/DistrictForms)

## Moving/Withdrawing

Families moving within the Anthony Wayne District need to contact the school office so that changes in the records can be made and the transportation office notified. Parents of students moving out of Anthony Wayne District must complete a “withdrawal” form in advance of the move. This form is available in the school office and on the website [www.anthonywayneschools.org/DistrictForms](http://www.anthonywayneschools.org/DistrictForms)

Prior to the child’s last day of school, all forms must be completed, all fees must be paid and library books, textbooks, district-issued technology, uniforms or other school property must be returned.
Child Custody

*It is critical that the District Central Administrative Office be informed of custody changes of any kind.* Ohio law states that parents must inform the school any time the custody of a child changes. The office will need to have a copy of up-to-date custody papers from the court that include a legible copy of the official court seal/stamp.

School Fees

School fees help pay for activities and disposable materials that are specific to a single student. These could include, but are not limited to: language arts materials, math workbooks, art supplies, class project materials, science supplies, assignment notebooks, periodicals and field trips. Payment for school fees is expected on Registration Day in August. Please note that Anthony Wayne Schools will electronically debit the accounts of checks returned for non-sufficient funds (NSF) for both face amount and returned check fees.

Request to Waive School Fees

Anthony Wayne Local Schools will waive fees for students whose families are experiencing financial hardship. This request is made via the application for the free/reduced lunch program and can only be shared with the school with permission from a parent/guardian. Please contact the building principal or school secretaries with questions and for appropriate forms.

**Academics**

Grades

Teachers will explain their individual grading procedures to the students at the beginning of the course. Student grades will be determined using a percentage basis with grade cards reflecting letter grades. Quarterly grades will generally reflect the following;

- quiz and test results
- written assignments
- daily participation
- project performance and completion

<table>
<thead>
<tr>
<th>Grading Scale</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>92 - 100</td>
</tr>
<tr>
<td>B</td>
<td>82 - 91</td>
</tr>
<tr>
<td>C</td>
<td>72 - 81</td>
</tr>
<tr>
<td>D</td>
<td>62 - 71</td>
</tr>
<tr>
<td>F</td>
<td>0 - 61</td>
</tr>
</tbody>
</table>
**Unsatisfactory Work**

Unsatisfactory work may be brought to the attention of students and parents in various ways that may include:

- student/teacher/parent conferences
- referral to the counselor
- parent/counselor conference by phone or in person
- communication through student assignment books
- interim report and grade cards

In addition to the regularly scheduled conferences, parents are encouraged to contact school personnel as the need arises.

**Honor Roll**

To achieve the Honor Roll, a student must have a 3.5 grade point average or higher.

**Academic Assist**

Academic Assist is a class in which staff address academic needs and concerns. Students have an Academic Assist period each day to complete assignments, seek help, receive assistance or intervention, clarify concepts or assignments and complete make-up work. Also, students are encouraged to seek academic assistance before and after school.

**Career Exploration**

Anthony Wayne Local Schools follows the Ohio Department of Education Career Connections Framework, and the policy on career advising.

In 7th grade, students are introduced to the six career houses:

- Teaching & Helping People House: Education & Training, Health Services, and Human Services
- Communication & Travel House: Art, Audio/Visual Technology and Communication, Hospitality & Tourism, and Marketing
- The Leadership & Business House: Business Management & Administration, and Finance
- The Making & Shipping House: Agriculture, Foods & Natural Resources, Manufacturing, and Transportation, Distribution & Logistics

In 8th grade, students are introduced to the three post high school pathways:

- **Education:** Post high school education may consist of a 2-year college, a 4-year college, a technical or trade school.
- **Employment**: Students may choose to join the workforce directly after high school by working in an area such as retail or labor, and is a career placement which provides for desired lifestyle.
- **Enlistment**: Enlisting in a branch of the armed forces is a post-high school option. Branches of the military include: Air Force, Army, Coast Guard, Marine Corps, Navy and, most recently, Space Force.

**Child Find and Special Education**

Anthony Wayne Local Schools is dedicated to the development and implementation of an effective system for identifying and assuring that all eligible children attending school in the district are receiving the special education and/or related services that they require. Child Find is the process through which Ohio's school districts identify, locate and evaluate all children ages 3 through 21 with disabilities who have significant, individual needs and who may require regular or special education and related aids and services. Children who are not identified as disabled but who are performing below grade-level standards should continue to receive targeted interventions, instruction and support if deemed appropriate by the educational team.

**Child Find and Section 504**

Anthony Wayne Local Schools is committed to identify and locate every qualified child with a disability residing in the District who is not receiving a public education and notify the child and their parents or guardians of our duties and responsibilities under Section 504 of the Rehabilitation Act. Achievement of this objective may include the following methods: posting child find notices in locations in and around the district and publishing news releases concerning child find under Section 504 at least annually. Referrals for an evaluation under Section 504 may be made by anyone (e.g., parents, teachers, or other knowledgeable professionals) who has personal knowledge of a child’s needs and who suspects that the child is an individual with a disability due to a substantial limitation of a major life activity. All referrals should be made in writing, dated at the time the request is made and include information that supports the reason for referral. Any questions or referrals should be directed to: Section 504 Compliance Officer, Superintendent’s Office, 9565 Bucher Road, Whitehouse, OH 43571.

**Discipline of Students with Disabilities**

Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (I.D.E.I.A) and, where applicable, the Americans with Disabilities Act (A.D.A.) and/or Section 504 of the Rehabilitation Act of 1973.

**Multi-Tiered System of Supports (MTSS)**

Each Anthony Wayne Local Schools building has implemented a Multi-Tiered System of Supports (MTSS) program as required by state and federal law. MTSS is grounded in the belief that ALL students can learn and achieve high standards when provided effective teaching, research-based instruction, and access to a standards-based curriculum. A comprehensive system of tiered interventions, gifted to remedial, is essential for addressing the full range of
student academic and behavioral needs. Collaboration among educators, families and communities is the foundation of effective academic growth. Within this partnership, ongoing academic and behavioral performance data helps guide our instructional decisions. MTSS provides a strategy for improving learner academic and behavioral outcomes for all students.

All students are screened each fall, winter and spring to ensure they are making adequate progress in meeting grade level expectations. Contact your child’s teacher or the building principal, if you have any questions about your child's progress.

Student Assistance Program (SAP)
The student assistance program team is composed of administrators, school counselors, office support staff, and teachers. The purpose of the team is to support students through various methods and interventions. This team supports students that are predominately struggling with non-academic skills. If you have a concern for your student or another student and want to refer a student to our SAP team, please contact a school counselor or administrator.

**Student Expectations, Code of Conduct & Behavior**

**General Expectations**

Students are expected to behave appropriately and show respect toward others and themselves during school. They are are encouraged to follow the General Expectations and Be a General:

- Be Respectful
- Be Responsible
- Be Safe
- Be Involved

Our goal is to teach children they are responsible for their actions and they must be prepared to face the natural and logical consequences of any inappropriate behavior. Faculty and staff spend a great deal of time monitoring, modeling, and teaching good behavior. It is important that the school and parents work together to help students become responsible, contributing citizens in our society. Parents will be contacted when a student’s inappropriate behavior becomes severe or repetitive. Parents are invited to contact teachers, counselors, and principals regarding student behavior.

**Anthony Wayne Local Schools Student Code of Conduct**
The Student Code of Conduct has been adopted by the Anthony Wayne Board of Education in compliance with the law of the State of Ohio. This code of conduct covers all Anthony Wayne students at all times on school grounds, at all school activities both on and off school grounds, and on all school transportation.
Student and school regulations are necessary for the school to fulfill its lawful mission, process, and function and to protect the health, safety, and dignity of each student and employee.

A student may be suspended for a maximum of 10 days, expelled for a maximum of 80 school days, or excluded from the Anthony Wayne Schools for individual or cumulative types of misconduct as described in the student conduct code.

RULE 1. Narcotics, alcoholic beverages, drugs, drug paraphernalia, counterfeit controlled substances, or mood-altering chemicals of any kind: A student shall not knowingly buy, sell, supply, apply, possess, use, transmit, conceal, be under the influence of the aforementioned items, assist and/or facilitate in the sale of the aforementioned items, or otherwise violates Board Policy 5530.

- “Possession” includes, without limitation: retention on the student person or in purses, wallets, lockers, desks or automobiles parked on school property.
- “Under the Influence” is defined as: manifesting signs of chemical misuse, such as restlessness, staggering, an odor of chemicals, memory loss, abusive language or behavior, falling asleep in class or any other behavior not normal for the particular student.
- “Mood Altering Chemical” includes, without limitation: narcotics, depressants, stimulants, hallucinogens, counterfeit controlled substances, marijuana, alcohol and prescription drugs, nonprescription medications which are taken for unauthorized or abusive purposes or in doses above the recommended dosage on the packaging, unless authorized by a medical prescription from a licensed physician and kept in the original container, which container shall state the student’s name and the directions for proper use.
- “Instrument or paraphernalia” shall include, but not be limited to: equipment or apparatus designed or used for the purpose of measuring, packaging, distributing, or facilitating the use of drugs, pipes, roach clips, syringes, and hypodermic needles, cocaine spoons, rolling papers and drug kits.

RULE 2. Tobacco and similar substances: Students shall not possess, buy, sell, distribute, smoke, burn or otherwise use any substance containing tobacco or a cigarette or cigar containing clove or any other substance, including but not limited to vapor pens and e-cigarettes. Board Policy 5512.

RULE 3. Disruption to School and/or Transportation: A student shall not by use of violence, force, coercion, threat, noise, passive resistance, false alarm (including fire and bomb threats) or other disorderly conduct cause or attempt to cause disruption or obstruction to the normal school operations.

RULE 4. Damage to School Property: A student shall not willfully or maliciously damage or attempt to damage any school property. This will include buildings, equipment, lockers, signs posted in a building and vehicles. Parent(s), guardian(s) or custodian(s) will be held financially
responsible for any property damage by their child under Ohio Revised Code 3109.09 and 2307.70.

RULE 5. Damage to Private Property: A student shall not damage or attempt to damage the private property of another. Parent(s), guardian(s) or custodian(s) will be held financially responsible for any property damage by their child under Ohio Revised Code 3109.09 and 2307.70.

RULE 6. Assault and/or Fighting: A student shall not knowingly act or behave in such a way as could cause or attempt to cause physical injury to other students, any school employee or other persons.

RULE 7. Manifest Disrespect: A student shall not demonstrate manifest disrespect toward any other individual. Actions may include verbal or nonverbal disrespect and psychological or material abuse.

RULE 8. Dangerous Weapons & Instruments: A student shall not possess, handle, transmit or conceal any weapon, dangerous instrument, explosive device, counterfeit weapon, electronic weapon, chemical/irritants or other hazardous agents, or object which a reasonable person might consider, under the circumstances, capable of harming a person or property, nor shall a student make a bomb threat against school property or a school event.

RULE 9. Theft or Possessing Stolen Property: Students shall respect the personal ownership rights of others. Principals may exercise their prerogative of reporting thefts, attempted thefts or possession of stolen property to local police.

RULE 10. Threatening a Person: Students shall not threaten another with the purpose of obtaining any valuable thing or valuable benefit. Nor should any student threaten physical injury to other students, any school employee, or other persons.

RULE 11. Libel or Slander: No student shall commit libel or slander. Libel is defamation expressed by print, writing, pictures or signs while slander is defamation by speaking.

RULE 12. Cheating: A student shall not engage in academic misconduct, including cheating or plagiarism. Students in violation of this policy may receive a zero for the work in question in addition to other disciplinary procedures that may be imposed.

RULE 13. Repeated or Flagrant Violations of the Student Code of Conduct: Such violations shall be dealt with in accordance with the Student Code of Conduct.

RULE 14. Hazing: A student shall not haze (harass by exacting unnecessary or disagreeable work, ridicule or playing abusive or humiliating tricks by way of initiation) another student, a school employee or persons that are guests of the school or persons conducting business for the school or otherwise violate the “Anti-Hazing Policy.” Board Policy 5516
RULE 15. Use of Obscene Language, Gestures, and Possession of Inappropriate Materials: A student shall not use indecent, obscene, or vulgar language, gestures or verbal or non-verbal harassing behavior, or signs or possess inappropriate materials.

RULE 16. Out of Assigned Area: Truancy is an unexcused absence from school or class for any part of the school day. No student shall leave the school grounds during the school day without permission of the principal or his designated representative. Students shall abide by the attendance laws of the State of Ohio and Anthony Wayne Local School District's Attendance Policy unless excused by the building principal.

RULE 17. Tardiness: Students shall arrive at school as defined by each building which can be accessed through each building's handbook, and for each of their assigned classes at the properly scheduled time and shall not violate the Attendance Regulations, "Attendance Policy," "Class Truancy," "Class Tardiness," or "Tardiness to School." Unexcused tardies, for this purpose, are accumulated during one semester.

RULE 18. Forgery and Falsification: A student shall not falsely represent or attempt to falsely represent any information given to school officials or pertinent to school activities or use the name or identity of another person.


RULE 21. Insubordination: A student shall not be insubordinate or fail to comply with the reasonable directions of members of the school staff.

RULE 22. Harassment and Bullying: A student shall not harass, intimidate, disparage, incite, provoke, stalk or threaten any individual on school premises or otherwise disrupt the school environment. For this purpose harassment including slurs, profanity; written information; denigrating remarks or actions; obscene gestures; the wearing or display of insignia, signs, buttons, clothing, or apparel; or other verbal or physical conduct including, but not limited to, those based on race, color, national origin, ancestry, citizenship, religion, handicap, age or sex, that have the purpose or the effect of (1) causing or intending to cause any other student or school employee to be reasonably placed in fear of his or her personal safety; (2) causing or intending to cause an intimidating, hostile, or offensive educational environment; (3) causing or intending to cause material disruption of the educational process; (4) unreasonably interfering with a student’s curricular, co-curricular or extracurricular performance; or (5) otherwise unreasonably having an impact upon a student’s educational opportunities (see Harassment). Board Policy 5517.01.

RULE 23. General Misconduct: The General Misconduct shall apply to conduct not specifically set forth herein which substantially and materially disrupts or interferes with the good order,
discipline, operation of an academic or educational process taking place in the school or which substantially and materially is or poses a threat to persons or property.

RULE 24. Education Technology Use and Safety Policy: A student shall not violate the “Student Education Technology Acceptable Use and Safety Policy”. Board Policy 5136 & 7540.03

RULE 25. Unauthorized Use of Fire/Possession of Fire Starting Device: A student shall not be in possession of matches, lighters, etc. while on school grounds.

RULE 26. Loitering, Trespassing, or Unauthorized Entry: Students shall not be willfully present in a school building, locker room, restricted area of the school building, or any part of the school grounds at an unauthorized time or without specific permission from a staff member. A student shall not attempt to enter a locker, classroom, closed and/or restricted area without proper authorization.

Academic Honesty

Anthony Wayne Local Schools encourages its staff and students to foster positive attitudes toward an academic career with a foundation built upon high standards of academic honesty and integrity. The District supports a policy wherein any student found to be participating in academic dishonesty will be subject to disciplinary procedures.

Violations of academic honesty may include, but are not limited to the following:

- Copying another student’s work, whether handwritten or computer file, without the teacher’s consent.
- Copying another student’s answers from a quiz, test, in-class assignment, or homework without the teacher’s consent.
- Plagiarism in any manner.

Plagiarism is defined as:

- The failure to cite quotations and borrowed ideas
- The failure to enclose borrowed language (three or more words) in quotation marks
- The failure to paraphrase and put summaries in their own words
- The submission as original work, a report, paper or any assignment which has been partially or wholly prepared by someone else.
- Using notes, textbook, or cheat sheets on quizzes, tests, and daily assignments without the teacher’s consent.

The teacher reserves the right to permanently keep any assignment, quiz, test, or project of a student who the teacher suspects is in violation of the academic honesty policy. If necessary, an investigation will then determine the outcome of the suspected cheating. Penalties for violation may include but are not limited to any of the following:

- No credit for the work on which the cheating occurred
● Redoing the work or an alternative assignment/test/quiz
● Notification of the parent(s)/guardian
● Detention
● Disciplinary referral to an administrator
● Suspension
● Loss of computer privileges
● Student conference with the Assistant Principal and/or Principal

Student Dress
Anthony Wayne Local Schools aim to provide an environment most conducive to learning. For this reason, students should dress in a manner that ensures health and safety which promotes being respectful, responsible, safe, and involved.

Student dress should display a positive image of one’s self and the school. Dress or grooming that attracts undue attention or violates the previous statements are unacceptable and will be handled on an individual basis. Clothing that exposes undergarments, bare midriffs, or is otherwise revealing, is prohibited. Students may not wear hoods, hats, coats, sweatbands, sunglasses, or other accessories which are designed to disguise one’s identity, unless extenuating circumstances occur, which are approved by administration. Clothing that promotes hate, violence, profanity, vulgarity, gang-like or negative messages, and drug and/or alcohol use is prohibited.

The dress code regulation and what is appropriate for school will be determined solely by the administration of AW. The District may require protective face masks for student safety.

Hallway Conduct
● No loitering in or near the restrooms.
● No running in the halls.
● When excused from class go directly to the area excused to and return promptly.
● Do not leave the classroom until the teacher has excused you and only after the bell.
● No profanity or yelling.
● No inappropriate behavior in the hallway is permitted including but not limited to pushing, shoving, throwing objects, kicking, etc.
● Food and/or drink in the hallways is not permitted. These items may be consumed only during lunchtime in the lunch room or after school. They are to be stored in lockers until lunchtime and then brought to the cafeteria.

Authority of Substitute Teachers
Our school is fortunate in having capable people to help us whenever regular teachers are ill or not in attendance. A substitute teacher is an important visitor whose impressions of our school will be carried into the community. Let us be certain that these are good impressions by being polite, helpful, and considerate as you would be to your regular teacher. Anthony Wayne Junior
High students are expected to follow classroom rules established by the regular teacher and our Student Conduct Code.

**Conduct at School Activities, School Sponsored & Non-School Sponsored Clubs & Activities**

Extra-curricular activities participation is a privilege extended to members of the student body. No student has a vested right to participate in or attend after school activities. A student may be denied this privilege for violations of the Student Conduct Code. The Student Code of Conduct applies to all students involved in any school activity either as a participant or a spectator. Violations will result in parents being called to come pick up their child. Violations of the code during after school activities may also result in both denial of participation in future activities and suspension/expulsion from school.

Policy 2430 & 2431

**Detention & Lunch Detention**

Detention period is a time when the student is assigned to stay after school for any infraction of acceptable student behavior or for the purpose of making up work not accomplished when assigned.

Students should fully understand that any teacher or staff member in the building has the authority to correct misconduct at any time. Therefore, it is conceivable that a teacher might assign detention to a student who is not in any of his/her classes.

Office detentions are held after school from 2:40 - 3:10 p.m. Students are to report to the office directly after the conclusion of the school day. A teacher may assign a classroom detention to be held on a different date/time in their respective classroom.

The date of detentions will permit time for arranging transportation. Those who do not attend their detention for an unexcused reason will have the following consequences:

- **First Unexcused Miss**: a replacement detention issued;
- **Second Unexcused Miss**: two replacement detentions issued;
- **Third Unexcused Miss**: The third disregard of directions by school personnel (see 5500) to attend detention will result in further disciplinary action.

If there is a conflict (e.g. religion class, doctor appointment, etc.) parents should CALL THE OFFICE at 419-877-5342 prior to the assigned detention to notify either a secretary or administrator of the conflict and if possible make other arrangements. You may leave a message outside school hours. Please do not send in a note or have the student inform school personnel directly of a conflict. Parents may receive a call to reschedule.
When a student’s behavior is resulting in multiple detentions, a number of intervention steps may take place. Parent contact by teachers, administration, or school counselor will occur when deemed necessary. This could be in written format, by telephone, or by setting up a personal conference. At any time, a parent may request a conference with an administrator or school counselor.

**Detention (after school or lunch) Guidelines For Students:**
- The student will receive a copy of the detention form. This copy should be taken home to parents, signed by parents, and returned to the school office.
- During office detention, students may first be required to complete a writing prompt. Following the completion of the writing prompt, students must remain quiet and busy. Use of a phone or other electronic device is prohibited. Students should work on school work, read a school textbook, or read a library book.
- Students are to report to after school detention by 2:40. Students are to report to lunch detention with their lunch, within 5 minutes of the start of lunch period. If a student does not report on time the detention may not be accepted or additional time may be added.
- Students who are disruptive in detention are subject to another detention or other consequences.
- Detentions supersede other school or personal activities. If you have a school meeting or sports conflict, you have the options of: missing your school or personal event, missing your detention and taking the consequence for missing (check with your coach or advisor IN ADVANCE before doing this), going to detention and reporting to your school or personal event after detention.

**Use & Possession of Toys and “Look a Likes”**
Problems arise each year because students bring items, which are hazards to the safety of others or interfere in some way with the educational environment or school procedures. Items such as, but not limited to, toy guns, toy knives and other items deemed as look-a-like weapons are undesirable, will be confiscated and may result in disciplinary action. Parents are requested to help children understand the necessity for such regulations.

**Taping**
Taping of teacher instruction for educational purposes is permitted with prior teacher knowledge and office approval. Use of other recording/eavesdropping devices is not permitted and violates respectful behavior toward others.

**Media Center Rules & Regulations**
The Anthony Wayne Junior High Media Center provides materials to assist students in curriculum related activities through a wide variety of books, computer software, and online resources. The Media Center is open from 7:30 a.m. - 2:30 p.m. each school day. Students are asked to follow certain guidelines when using the Media Center.

**Media Center Admittance**
All students must have a signed pass to enter the Media Center during the school day. The only exception is when students are coming in as a class with their teacher.

**Student Behavior**
Students are to come prepared to work and should work quietly without disturbing others. The Media Center is an educational center where students can study and research in a suitable environment. Students will be sent back to class if they cannot keep busy and quiet. Any inappropriate behavior will result in disciplinary action.

**Assistance**
Students having difficulty finding materials are encouraged to ask for help. Please make use of the resources of the Media Center as an aide to a successful academic career.

**Circulation**
Materials may be borrowed for two weeks. An item can be renewed for an additional two weeks with approval. The only items not circulated are reference books, current issues of periodicals, computer software, audiovisual software, and books reserved for use in the Media Center. When students return items, they should place the material in the book return box or hand them to the media center specialist. Students may reserve a book that is checked out by another student.

**Fines**
There are no fines for overdue items. When a student has not returned an item by the day it is due, the student will not be allowed to check-out additional material until the return of the overdue item(s). Students will have to pay fines for damaged or lost items. Please notify the Media Center immediately if you feel you have lost an item. Students will have the option to replace an item with the same item in great condition.

**Lunch Room Rules & Regulations**
- Students must report to their assigned lunch room during their lunch break on time.
- Enter the lunch room in a safe and orderly manner. Maintain good behavior while waiting in line.
- Be polite and considerate to those who serve you.
- Follow directions given by adults (cafeteria personnel and school personnel).
- Keep your dining areas clean and neat. Put all garbage in the containers provided for you.
- There is no yelling. Keep tones down.
- Remain seated at the same table during a given lunch period (assigned seating may be utilized).
- No food or drink may be taken from the cafeteria.
- Students may utilize a personal electronic device, but the sound should be muted, or earbuds/headphones should be utilized leaving one ear free for safety reasons.
Consequences for inappropriate cafeteria behavior may include any of the following:

- Conference
- Detention(s)
- Removal from cafeteria for short-term or long-term
- Cleaning assignment
- Assigned seat
- In-school reassignment or out-of-school suspension

Bullying

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Aggressive behavior toward a student, whether by other students, staff, or third parties are strictly prohibited and will not be tolerated.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Drug Free Policy

All Anthony Wayne buildings and campuses are alcohol, tobacco, drug and weapon free zones. In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substances as defined by state statute, or any substance that could be considered a “look-a-like” controlled substance.

Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the Anthony Wayne Board of Education policy, up to and including expulsion from school. When required by state law, Anthony Wayne Schools will also notify law enforcement officials.

Anthony Wayne Schools is also concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which help is provided through programs and services available in the community. Students and their parents should contact the principal or counseling office whenever such help is needed.
Restroom/Locker Room Facilities
Anthony Wayne Local Schools provide restrooms and locker rooms for students, staff, and visitors. These facilities are marked as Men/Boys, Women/Girls, or All Gender Single/Private restrooms and locker rooms. All persons will use a restroom that is aligned with their biological sex assigned at birth or a single use restroom/locker room. Individual needs for other accommodations must be addressed to building administration. All persons are expected to respect each other’s privacy and dignity when using the restrooms and locker rooms. Inappropriate behavior or violation of school policy and procedures will result in disciplinary action. Anthony Wayne Local Schools is committed to providing an environment free of discrimination, harassment, intimidation or bullying for all persons.

Personal/School Property and Technology Acceptable Use

Acceptable Use and Safety
The Board of Education provides Technology Resources to support the educational and professional needs of its students and staff. With respect to students, these technology resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students.

In compliance with Federal law, students shall receive education about the following:
- safety and security while using e-mail, chat rooms, social media and other forms of direct electronic communications;
- the dangers inherent with the online disclosure of personally identifiable information;
- the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", “data mining”, etc.), cyberbullying and other unlawful or inappropriate activities by students online; and
- unauthorized disclosure, use and dissemination of personally-identifiable information regarding minors.

Books and Technology
Textbooks and library books are the property of Anthony Wayne Schools. Books should be used with care and returned in good condition. Students and their parents are responsible for books that are lost, stolen or damaged beyond use. This applies to textbooks, supplemental books, library books, videos, DVDs, CDs and all other school technology.

Lockers and Desks
Student lockers and desks are the property of the school. They are provided to the students as a convenience for them to use as a storage area. The building principal and/or assistant
principal may make a warrantless search of the lockers and desks if there is reasonable cause to believe that the search is necessary to protect the health and/or safety of the students or school personnel.

Lockers and desks are to be treated with care. Any kicking, slamming, writing on, or scratching of lockers and/or desks may result in the loss of locker and/or privileges. No pictures, posters, etc. can be attached to the outside of the locker. Only administration approved items can be posted on the outside of lockers. Damage to either lockers or desks resulting from reckless or careless use will result in the assessment of a fine equivalent to the cost necessary to repair the damage. Deliberate damage to a locker (vandalism) may result in additional disciplinary action being taken in accordance with the Student Conduct Code.

Each student will be assigned a locker and only the student assigned to a locker is to use it. Sharing a locker is not allowed. Books and personal belongings, such as clothing and school supplies may be kept in lockers. Please do not place other items in your lockers. The school is not responsible for items taken from lockers such as but not limited to calculators, electronic devices or games. We encourage all students to use a lock on their locker. ONLY SCHOOL LOCKS, purchased through the junior high school, will be permitted. Locks are purchased for $7.00 and may be kept and re-used from year to year. Students who lose a lock or damage a lock must pay the replacement cost for the lock.

Suggestions for “Happy Lockering”
- Always lock your locker and give your lock an extra turn.
- Do not give your combination to anyone.
- Do not put your things in someone else’s locker.
- Do not “set” your lock.
- Do not share lockers or locks.

Coats and Bags
Outdoor wear including jackets, hats, and coats are to be put in the student’s locker upon arrival and must remain there until dismissal. Our rooms are comfortable except during extremely cold conditions. It is advisable to keep a sweater or warm clothing in your locker for those circumstances.

Bags, backpacks, etc., may be used to carry materials to and from school. Students are required to put bags in their locker upon arrival and the bags must remain there until dismissal. The District may require students to carry outdoor wear and bags for student safety.

Cellular Telephones & Electronic Devices
Students may use electronic devices before and after school, during their lunch break, during and after school activities (e.g. extra-curricular activities) and at school-related functions as long
as they do not create distraction, disruption or otherwise interfere with the educational environment.

Devices are to remain inaudible at all times during the school day; ringers must be silenced, headphones must be used as needed and students are not to talk on the phone. Use of educational devices, except approved educational devices, at any other time is prohibited and they must be powered completely off (i.e. not just placed into vibrate or silent mode) and stored out of sight. (Refer to Policy 5136)

School administrators will make any final decision in regard to the use of any electronic devices for educational purposes. If a student needs to phone a parent, the student may come to the office and use the school phone.

The school assumes no responsibility if items are stolen or damaged. (Refer to Policy 5136)

- **The first offense:** Device will be submitted to the office and returned to the student at the end of the day.
- **The second offense:** Device will be submitted to the office and will require a parent to pick up the phone.
- **The third offense:** The student will be required to submit the device to the office at the start of the day.

**Office Phone Use**

Arrangements for after school activities and detentions are to be made prior to leaving for school in the morning. Students may use the phones located in the office with permission from school personnel.

**Personal Property at School**

Students should not bring personal belongings to school that can disrupt the educational process. Items brought to school for projects, or used on the bus are the child’s responsibility. The school will not be responsible for damage or loss of any unnecessary personal item brought to school by a student.

**Lost and Found**

A lost and found is located outside the cafeteria. The school is not responsible for student items that are lost, stolen, damaged or misplaced. Small, or valuable items such as jewelry will be kept in the office. These items are available for you to view per request. All items not claimed by the last day of school will be donated to a local charity. Please stop in the school office you wish to search lost and found while school is in session.
Health and Wellness

Please refer to the Nurse’s Handbook for more information.

Emergency Medical Forms
Each pupil has emergency information on file. This information includes the name and address of the child, the parent’s name, home and business telephone numbers, as well as the name and telephone number of a relative or neighbor. When an illness or injury occurs at school, the school will first call the home number, then the business number, and finally the relative or neighbor who is listed. If there are changes of telephone numbers or persons to be contacted at any time during the school year, please notify the school office so the emergency file can be updated. When someone is called and comes to pick up the student, he/she should come to the office AND will be expected to sign out the student.

Illness at School
Should a student become ill during school, he/she is to tell his/her teacher, and report to the school office to see the school nurse. Parents will be contacted by the office when it is deemed necessary.

Returning to School
Children must be fever free without the assistance of fever-reducing medication for 24 hours and/or on an antibiotic (if appropriate) for 24 hours before he/she can return to school. Additional information can be found in the Nurse’s Handbook online at www.AnthonyWayneSchools.org/HealthServices.

Chronic Medical Conditions and Life Threatening Allergies
Parents are responsible for providing the school with written medical documentation, instruction and medications as directed by a physician. Appropriate paperwork is available in the office and online at www.AnthonyWayneSchools.org/DistrictForms.

Immunizations
The Ohio Department of Health and the Ohio Department of Education in accordance with Sections 3701.13, 3313.671 and 5104.011A(5) of the Ohio Revised Code have established the following minimum immunization requirements:
All students entering 7th grade are required to get 1 dose of Tdap (Tetanus, Diphtheria, Pertussis) booster vaccine and 1 dose of MCV4 (meningococcal disease) vaccine administered prior to entry.

All 7th and 8th graders should also have record of:
- Diphtheria, Tetanus, Pertussis- 4 or more doses of DTaP or DT, or any combination.
- Polio- 3 or more doses of IPV or OPV.
- Measles, Mumps, Rubella- 2 doses of MMR
- Hepatitis B- 3 doses of Hep B
- Varicella- 2 doses of varicella

The required immunizations can be waived by a physician’s written statement or by a written statement from parents objecting on religious or philosophical grounds. Please contact your school nurse for a copy of the waiver form.

Medications at School
Children whose illness requires medication can be better cared for at home. Parents whose children must, under exceptional circumstances, take medication (including over the counter medication) during school hours are required by Ohio law to complete a Medication Form. This form allows the school nurse, principal or principal designee to administer it at school.

Note: Children are not allowed to self-medicate or carry medicine/drugs on their person at any time. The only exception to this rule applies to students who need to carry emergency medications (inhaled, EpiPens, Diastat, Glucagon).

The Medication Form must be filled out and signed by the prescribing doctor and the drug must be in the original container in which it was dispensed by the prescribing physician or pharmacist. Medicine/drugs are stored in a designated storage place or refrigerator not accessible to students. This form is available in the school office or online at www.AnthonyWayneSchools.org/HealthServices.

First Aid
First aid treatment at school is restricted to cleaning and bandaging. Parents will be contacted if follow-up treatment is necessary.

Yearly Health Screenings
A nurse supervises regular vision screenings for all 7th graders. Additionally, 7th grade girls will be screened for scoliosis. Hearing screenings may be conducted as needed.

Counseling
School Counselors are available to our students each day at Anthony Wayne Junior High. The counselors provide direct services through individual, small group and classroom counseling.
Additionally, the counselors work to support our school-wide initiatives and programming to maintain a positive school environment. The counselors provide indirect services by interacting with other individuals on behalf of our students. Indirect services may include making referrals for additional assistance or consulting and collaborating with parents, teachers and community organizations.

**Classroom Guidance**
The AWJH Counselors lead a variety of classroom guidance activities on a regular basis. These activities may include lessons on scheduling, depression, relationships, careers, acceptance of others and problem solving skills.

**Small Group Counseling**
Throughout the school year a variety of small groups are formed to meet the needs of identified groups of children. These groups address social, emotional or academic issues. Topics may include self esteem, anger management, friendships or academic issues. The students meet with their counselor once a week for 6-8 weeks either during lunch or academic assistance.

**Individual Counseling**
Individual counseling is provided to students with unique concerns that cannot be addressed in group or classroom guidance. These students are referred to individual counseling by teachers, principals, parents or they may request this service themselves.

**Confidentiality**
The individual concerns and information about students are very important and will be treated with sensitivity and confidentiality. Information will not be shared with outside agencies or individuals without written permission from parents. Furthermore, confidential information not related to academics will not be shared with teachers without parental consent.

**School Safety**

**Emergency Drills and Procedures**
Regular fire/evacuation drills will be conducted in accordance with Ohio Law to ensure quick and safe evacuation of the school. Tornado/Severe Weather drills are held during tornado season. School safety drills including lockdown and rapid dismissal will be held in accordance with state law and district policy. Students may also participate in other building or bus evacuation drills as needed throughout the school year. All students are expected to participate and cooperate in emergency drills in a serious manner.

In the event of an emergency, the District will contact you with any necessary information. Always make sure you have provided up-to-date contact information to the school office.

Food Service

Anthony Wayne Food Service (AWFS) is committed to serving our students nutritious, balanced meals at breakfast and lunch. AWFS follows the National School Breakfast and Lunch program nutritional guidelines set forth by the USDA. These guidelines include serving whole grains, fresh fruit and vegetables, canned or frozen fruits without added sugar, low-sodium canned or frozen vegetables, and lean proteins such as chicken, fish, and beef, as well as low-fat white milk and fat-free flavored milk. Breakfast and lunch menus are available online at www.anthonywayneschools.org/FoodServices

Meals at School
Breakfast is served between 7:15 - 7:45 a.m. via mobile breakfast carts located in various hallways on the main floor. Students may take their food to the first period class.

Lunch is served in the cafeteria each day with several options to choose from. Students must input their six digit ID number into a keypad to record the sale. Ala carte options such as whole grain snacks, chips, low-fat ice cream, no-sugar added bottled drinks, etc. are offered each day and are not part of the meal pattern and are an extra cost.

Meals Include
- One entree that consists of whole grains and protein.
- Grades K-8: 4 oz. choice of fruit and 4 oz. choice of vegetable
- Grades 9-12: 8 oz choice of fruit and 8 oz. choice of vegetable
- 8 oz of fat-free flavored milk or low-fat white milk
- Extra entrees may be purchased at grades 5-12

Students Who Pack Lunch

Milk
Packers may purchase milk only for $.50 per pint, regardless of full-pay/free/reduced meal status. This pricing is determined by the USDA.

Meal Pricing
- Breakfast and lunch prices are announced each July. Please refer to the Food Services page of the website for more information.
- You may qualify for Free/Reduced meals. Online and/or paper applications are available online each July. Parents must submit a new application each school year.
- Qualifying for free/reduced meals may assist your family with paying for school fees. See the school fees section above or ask your school principal for more information.
Paying for School Meals

Online Payments
Parents can pay for school lunches online by setting up an account at www.PaySchoolsCentral.com. You will need each student’s six-digit ID number to complete the process. You can access this information in PowerSchool or by contacting the school office. 

*Note: It is best to set up the account with the most-used email address in the household.*

Parents can also use PaySchoolsCentral for:
- Adding money to your student’s account online
- Setting recurring payments
- Viewing your student’s transaction history to see what they are buying
- Paying school fees

Sending Cash and Checks to School
Cash deposits and checks *made payable to Anthony Wayne Food Service* should be sealed in an envelope with the student’s name, ID number and amount of cash enclosed clearly written on the outside. Students should take their money to the cafeteria during lunches.

Charging School Meals
It is the responsibility of the parents to provide for lunch for their children while at school. However, it is important to provide that children receive the nutrition they need to stay focused during the school day. This procedure shall apply in the event that a child neither has a lunch nor the funds to purchase a lunch. (Refer to Board Policy 8500D)

- A student (Grades K - 8) may charge the equivalent of three (3) meals in succession and two (2) breakfast. The student will be given a lunch consisting of a sandwich, fruit, and milk.
- A student (Grades 9 - 12) may charge the equivalent of two (2) lunches and one (1) breakfast.
- There will be no charges allowed for adults.
- Disabled and handicapped students at all grade levels will continue to receive their school meals with no interruption while their parents are being contacted for payment.
- There will be no charging for ala carte items.
- A student’s parents, teacher, and Principal will all be notified of the delinquency in the student’s account twice a week.

At the discretion of each Principal, a school or private service fund may be established to pay for student’s charged meals, rather than to offer the alternative meal. The Nutrition Services Manager will work with each Principal to determine a payment schedule for these meals.
Transportation

School Transportation
All students are strongly encouraged to ride school transportation. Students on a bus or other authorized Anthony Wayne Board of Education transportation vehicles are under the authority of and directly responsible to the bus driver. The driver has the authority to enforce the established regulations for the bus conduct. Disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation to any student.

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

Students may only ride assigned buses and must board and depart from the bus at assigned bus stops. Students are not permitted to ride unassigned buses for any reason other than an emergency, except as approved by the Principal. The Principal may approve a change in a student’s regular assigned bus stop to address a special need. Parents should send a note to the Principal stating the reason for the request and the duration of the requested change.

More information about school transportation is available on the website at www.AnthonyWayneSchools.org/Transportation.

Parent Transportation
Parents who pick up or drop off students must use the front loop. The first car in the rotation should pull past the front cross walk areas, farthest south of the building. This will allow 8-10 cars to load/unload at the same time. (Please have your children prepared to get out when the car stops. They should exit the car from the door closest to the building.)

**Please watch for our children crossing at the crosswalk. Please do not park along the curb or in the fire lane.**

Alternate Transportation
If you are requesting to have your child’s bus stop assignment changed to an address other than your residence, such as a babysitter, a parent who legally shares custody or a daycare van, you must complete an online alternate transportation form. For the safety of our students, documentation through the Transportation Office is required for any changes related to student transportation.

You can access our online submission form at www.AnthonyWayneSchools.org/Transportation
For the safety of our students, we strongly encourage a consistent schedule and students may have only one alternate address. *Note: New forms are required at the start of every school year, even if the arrangements do not change.*
After School Activities & Transportation
In almost all cases, students who stay after school for an activity, i.e., sports, choir, detention, etc., must arrange for their own transportation home prior to the day of the activity. The teacher in charge is to supervise all students until the activity is over. A problem develops when students are not picked up on time. For the sake of fair play and mutual respect, we ask for your cooperation. A student could be dismissed from that activity for the remainder of the year unless the parent sees the teacher/advisor/coach when repeated lateness occurs.

Student and Family Engagement and Communication

School Newsletter
Every Friday of the school year, parents who have provided an email address to the school will receive an AWJH Communication email. This weekly update highlights student accomplishments, information pertinent to upcoming family engagement events, and ways to promote educational opportunities on the home front.

Mass Alert System
The District uses the InstantConnect system to send phone calls, text messages and emails communications as necessary. This system is used to send regular communications as well as information regarding school delays/closings and emergencies.

The system connects directly with student information in PowerSchool. Please be sure your contact information is kept up to date so that you receive these important messages.

Federal law requires that parents opt-in to receive text messages from the District. Please text the word YES to 875-69 to register to receive text messages. You can opt out by sending STOP to the same number.

Closings and Delays
In the event of inclement weather or other situation that would delay or cancel school, the District will communicate in the following ways:
- Sent via phone call, email and text message from the InstantConnect System
- Shared with local television stations
- Posted to the District website

District Website
The Anthony Wayne Local Schools website is a great source of information for parents. Please bookmark www.AnthonyWayneSchools.org and make it a part of your regular routine to visit the website for news and information from across the District, upcoming events, contact information and other valuable resources.
Conferences
Parent-teacher conferences are scheduled each year in the fall. Directions will be shared in advance of how to sign up. Parents are invited to request conferences at any other time during the year to discuss student progress or other concerns, if desired. Please contact your child’s teacher to schedule additional conferences.

Requests for Assistance
If you feel your child is having difficulty in school, you may:

- Contact the teacher, school counselor or principal to discuss your concerns and provide information that may be helpful;
- ask for assistance; and/or
- Attend a meeting to help determine if your child is suspected of having a disability, which may require special education and related services.

Evaluation Requests/Referrals
If a parent suspects their child has a disability, they may request an evaluation at any time. This request for evaluation is called a “referral.” Evaluation consists of a variety of ways to gather information about how your child is developing and how your child learns and functions. The District will continue to implement intervention strategies while evaluation is pending. Continued interventions will not delay evaluation. Please contact the building principal to request an evaluation.

If the teacher reports a child is having difficulty in school, the District may:

- Contact you for/with detailed information;
- Attempt intervention strategies for teaching your child and document the results;
- Use a team approach to generate additional intervention ideas for teaching your child and make a record of the results; and/or
- Contact you to participate in a meeting to develop intervention ideas or determine if your child is suspected of having a disability, which may require special education and related services.
Parent Involvement

**Anthony Wayne Parent Teacher Association (AWPTA)**

Parent volunteers provide valuable assistance with school activities. The Anthony Wayne Parent Teacher Association (AWPTA) is our parent organization dedicated to supporting all aspects of school life. This group meets monthly and sponsors various fundraising and social events throughout the year for students and parents. Several opportunities exist for parent volunteers in the form of service projects, school events, fundraisers and special programs.

Follow on Twitter: @AAwpta

**Anthony Wayne Athletic Boosters**

The purpose of the Anthony Wayne Booster Club is to foster the development of the Anthony Wayne student athletes by providing financial support for the athletic programs and awarding scholarships to college bound athletes.

http://www.awathleticboosters.com/

**Anthony Wayne Band Boosters**

The Anthony Wayne Band Boosters functions to support the instrumental music ensembles at Anthony Wayne High School.

https://www.awbands.com/

**Anthony Wayne Choir Boosters**

A school-family organization to support the vocal music programs within Anthony Wayne Local Schools

https://www.facebook.com/AWchoir/

**Use of District Facilities**

Anthony Wayne Local Schools facilities are available for use by community organizations. If you wish to hold a meeting or event in one of our buildings, please refer to

www.AnthonyWayneSchools.org/Operations for instructions to submit your request.
Athletics

Athletic Eligibility
Eligibility for participation in interscholastic sports and activities for any given quarter will be based upon the student’s grade performance for the quarter previous to the activity.

In order to be eligible, a student must have passed 85% of all courses in the previous quarter AND must have a grade point average of 1.5 (on a 4-point scale) or higher in the previous quarter (A=4, B=3, C=2, D=1, F=0). All 7th grade students entering the junior high school for the first time are eligible for the first quarter of the year (middle school grades are not counted toward eligibility). Eligibility applies to all school athletic teams and the Quiz Bowl team.

AWJH Athletic Opportunities
- Girls Volleyball
- Cross Country
- Football
- Cheerleading
- Girls Basketball
- Boys Basketball
- Wrestling
- Track and Field

Contest Admission
Regular Admission: $5
NLL Tournaments: $6
# Anthony Wayne Local Schools 2023/24 School Calendar

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* 7-12 Evening Conferences

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*2-Hour Delay for Teacher PD ** End of First Quarter

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Conferences: *K-6 Evening, **K-12 All Day

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* End of Second Quarter

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*2-Hour Delay for Teacher PD **7-12 Evening Conferences

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* Last Day of School for Students

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- Green: Holiday – No School
- Blue: Teacher Work/In-service Day/PD – No School for Students
- Orange: No School – Fall/Winter/Spring Break

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*May 28, 29, 30, 31, and June 3 will be used as make up days. Make-up days will be at the end of the school year as determined by the Board of Education. The Teacher Work Day will be scheduled the day(s) after the final student day.*

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Document updated: Nov. 14, 2023
Board of Education Policies

For a full list of board policies, please visit https://go.boarddocs.com/oh/awls/Board.nsf/Public

2260 NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BZMSLM4FC955

2266 NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BULHE44812BB

2271 COLLEGE CREDIT PLUS PROGRAM
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=CDFJ5M4B47EF

2330 HOMEWORK
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PQR591C36

2340 FIELD AND OTHER DISTRICT-SPONSORED TRIPS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PQS591C38

2370 EDUCATIONAL OPTIONS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PQT591C3A

2413 CAREER ADVISING
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS5R6E980F

2430 DISTRICT-SPONSORED CLUBS AND ACTIVITIES and ACADEMIC ELIGIBILITY
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q53592A36

2431 INTERSCHOLASTIC ATHLETICS and ACADEMIC ELIGIBILITY
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BJYN8U5EA47C

2460 SPECIAL EDUCATION
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PR8591C58

2623 STUDENT ASSESSMENT AND ACADEMIC INTERVENTION SERVICES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS5W6EA814

3213 STUDENT SUPERVISION AND WELFARE
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PSQ591CB1

4213 STUDENT WELL BEING
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PUE591D23

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=C7ZGWG45C33D
5111.01 HOMELESS STUDENTS (Role of the Local Liaison)
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PV4591D55

5111.03 CHILDREN AND YOUTH IN FOSTER CARE
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PV6591D60

5112 ENTRANCE REQUIREMENTS
   http://www.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q7S592ADA

5113.02 SCHOOL CHOICE OPTIONS
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BJYN7N5E6970

5120 ASSIGNMENT WITHIN DISTRICT
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PVC591D7C

5130 WITHDRAWAL FROM SCHOOL
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWD591D7F

5136 PERSONAL COMMUNICATION DEVICES
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS236E7845

5136.01 ELECTRONIC EQUIPMENT
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS296E784A

5200 ATTENDANCE and SCHOOL ATTENDANCE POLICY
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=C7ZGWJ45C346

5215 MISSING AND ABSENT CHILDREN
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PVK591D97

5230 LATE ARRIVAL AND EARLY DISMISSAL
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BJYN7Q5E6979

5310 HEALTH SERVICES
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PVN591D5

5320 IMMUNIZATION
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PV5591D7

5330 USE OF MEDICATIONS and NON-PRESCRIBED MEDICATIONS and INJURY AND ILLNESS
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS20E67855

5335 CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PVR591DAB

5341 EMERGENCY MEDICAL AUTHORIZATION
   http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PVE591DB4

5410 PROMOTION, ACADEMIC ACCELERATION, PLACEMENT, AND RETENTION
5530 DRUG PREVENTION
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS2Z6E785C

5540 INTERROGATION OF STUDENTS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWL591DF3

5600 STUDENT DISCIPLINE
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWM591DF5

5605 SUSPENSION/EXPULSION OF STUDENTS WITH DISABILITIES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWN591DF6

5610 SUSPENSION AND EXPULSION and PENALTIES FOR INFRACTIONS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BG3PAW5F4CCB

5610.01 - PERMANENT EXCLUSION
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q9A592B5D

5610.02 IN-SCHOOL DISCIPLINE
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=B5TVRA6B9497

5610.03 EMERGENCY REMOVAL OF STUDENTS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BG3PAX5F4CCE

5610.04 SUSPENSION OF BUS RIDING/TRANSPORTATION PRIVILEGES/PENALTIES FOR INFRACTIONS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWT591DFF

5610.05 PROHIBITION FROM EXTRA-CURRICULAR ACTIVITIES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWU591E01

5611 DUE PROCESS RIGHTS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BTSJ7M4BCA02

5722 SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=C7ZGWQ45C362

5723 (AG) STUDENTS RIGHTS OF EXPRESSION
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q9G592B68

5725 STUDENT PRECINCT WORKERS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PWZ591E0A

5730 EQUAL ACCESS FOR NON DISTRICT-SPONSORED, STUDENT CLUBS AND ACTIVITIES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PX2591E0D

5771 SEARCH AND SEIZURE
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q9J592B6B
5780 STUDENT RIGHTS and ADULT STUDENT RIGHTS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PX6591E13

5830 STUDENT FUNDRAISING
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PX8591E17

6152 STUDENT FEES, FINES, AND CHARGES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BTSJ7P4BCA0C

6152.01 WAIVER OF SCHOOL FEES FOR INSTRUCTIONAL MATERIALS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BTSJ7Q4BCA11

6605 CROWDFUNDING

7510 USE OF DISTRICT PREMISES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PZ8591EAA

7530 LENDING OF BOARD-OWNED EQUIPMENT

7540 TECHNOLOGY
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BCUF593D6798

7544 USE OF SOCIAL MEDIA
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BCUF4W3D5C5A

7540.03 STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BLBS446E7879

8210 SCHOOL CALENDAR
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7PZK591EBF

8330 STUDENT RECORDS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=C7ZGWV45C37D

8420 EMERGENCY SITUATIONS AT SCHOOLS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q24591EDD

8431 PREPAREDNESS FOR TOXIC HAZARD AND ASBESTOS HAZARD
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q26591EE2

8450 CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASE
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q29591EE7

8453 DIRECT CONTACT COMMUNICABLE DISEASES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q2B591EEB
8453.02 (AG) CONTROL OF BLOOD-BORNE PATHOGENS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7QCA592C1D

8500 FOOD SERVICES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=CDFJ5Y4B4831

8500D (AG) PROCEDURE FOR THE COLLECTION AND PAYMENT FOR CHARGED MEALS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BZMSKR4F7C77

8531 FREE AND REDUCED-PRICE MEALS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q2H591EF6

8600 TRANSPORTATION and VIDEO RECORDINGS ON SCHOOL BUSES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=C7ZGWX45C386

8400 SCHOOL SAFETY
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=BJYN7X5E6999

8660 INCIDENTAL TRANSPORTATION OF STUDENTS BY PRIVATE VEHICLE
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q2S591F06

9130 PUBLIC COMPLAINTS AND GRIEVANCES
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q32591F16

9150 VISITORS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q36591F1D

9700 RELATIONS WITH SPECIAL INTEREST GROUPS
http://go.boarddocs.com/oh/awls/Board.nsf/goto?open&id=AU7Q3F591F30