

Ontario High School

2019-2020

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Instructional Goals



Non-Negotiables for Instruction


Everyone Does Everything
Involve every student in every lesson every day.

Make Engagement Visible – Saying, Writing, Doing
Students must produce evidence they're engaged.

Explicitly Teach Academic Language
"Talk up" using academic language and "scaffold down" by teaching explicitly.

I Do, We Do, Y'All Do, You Do
Practice the "gradual release of responsibility" of learning.

At Ontario High School, we...

 School Leadership	 Teachers & School Staff	 Students	 Parents & Community
<ul style="list-style-type: none">• Set challenging goals• Communicate effectively• Maintain a safe and orderly environment• Ensure collegiality and professionalism• Make decisions based on authentic data	<ul style="list-style-type: none">• Use research based, effective instructional practices• Focus on literacy• Deepen students' understanding of content• Engage students• Build and maintain effective relationships	<ul style="list-style-type: none">• Take ownership of learning and citizenship• Monitor progress toward learning goals• Attend and engage in lessons• Make plans and set goals for college or career• Participate in school and community organizations	<ul style="list-style-type: none">• Set high expectations for the school and for students• Ask questions and get involved• Hold students, teachers and leaders accountable

...so all students will graduate prepared for college or career.

Ontario School District 8C Mission Statement

All students will be equipped with the skills for lifelong learning and graduate as responsible adults prepared for college or career.

School Officers

ASB Officers

President..... Logan Lewis
Vice President..... Sophie Draper
Secretary..... Melissa Jagelski
Treasurer..... Omar Robles
Public Relations..... Jasmin De La Cruz
Activities Director..... Claudia Juarez

Class Officers

Senior Representatives

Sydney Murray
Reese Youngblood
Fatuma Awess
Cassandra Retana
Isabella (Maria) Ruiz

Junior Representatives

Mary Galindo
Jacelyn Quintero
Ronni Bryant
Jennifer Salazar

Sophomore Representatives

Trinity Farr
Destiny Ward
Melissa Lopez
Katyce Schilling

Freshmen Representatives

Ella Draper
Tevan Frahm
Austn Martinez
Emma Goldthorpe

Fight Song

On Ontario, On Ontario,
Fight on for her fame.
Play the game for dear Ontario,
Glorify her name, Rah! Rah! Rah!
On Ontario, On Ontario,
Shout it to the sky.
Fight Tigers Fight! Fight! Fight!
For Ontario High!

Alma Mater

Hail Alma Mater, Hats off to you.
Ever you'll find us, loyal and true.
Firm and undaunted, always we'll be.
Hail to the school we love,
Here's a toast to thee.

School Staff

Administrative Team

Dr. Jodi Elizondo..... Principal
Melissa JudsonAssociate Principal
Nathan Sandberg.....Associate Principal
Manny Alvarado..... Athletics Director
Ken Martinez..... Instructional Coach

Nicole Albisu..... Superintendent
Eric Evans.....Board Chair
Derrick Draper.....Vice-Chair
Mike Blackaby..... Board Member
Renee Corn.....Board Member
Blanca Rodriguez..... Board Member

Counselors

Jon Kilzer..... Counselor

John Dewitt..... Counselor

Instructors

Connie Limbaugh..... Alternative Education
Kevin Atilla..... Business
Teresa Figueroa..... College & Careers
Jody Eichhorst.....Culinary Arts
Mayra Rodriguez.....ESL
Luz Morrison.....Fine Arts
Robyn Meeks..... Language Arts
Tara Bastian..... Language Arts
Jack Lloyd..... Language Arts
Anne Marie Presley..... Language Arts
Carren Poff..... Language Arts
Lacey Hill..... Language Arts
Tyson Beggs..... Mathematics
Ryan Roulston..... Mathematics
Alisia Casillas..... Mathematics
Greg Simmons..... Mathematics
Loma Bittick..... Mathematics
Matt Gilman..... Music/Band
Natalie Stone..... Music/Choir
Jessi Lemer..... Alternative Ed
Scott Helmick..... Physical Education
Nicole Adamson..... PE & Health

Tony Cade..... PE & Health
Deb AyersHealth Oc
Tracy Watts..... Science
Julie Eskelsen..... Science
Jennifer Johnston-Carsten..... Science
Leonel Martinez..... Science
Rodney Williams..... Science
Carly Flowers..... Social Studies
Tara Dominick.....Social Studies
Anthony Brown..... Social Studies
Jennifer Yano..... Spanish
Jennifer Thornfeldt..... Special Programs
Kourtney McCann.....Special Programs
Trina Martinez-Sherman..... Special Programs
Summer Skalicky..... Special Programs
Sarah Huss..... Vocational Agriculture
Roger Watkins..... Vocational Mechanics
Jason Sherman.....Vocational Mechanics
TJ Toomey Vocational Manufacturing
Debbie Durham..... Youth Transition
Chad Mann.....OTA

Office Staff

Shandi Cortez..... Secretary
Angelica Davila..... Secretary
Kim Alexander..... Registrar/Bookkeeper

Bev Vickery..... Attendance
Staci HunterOSC Secretary

Custodial Team

William Derr
Kelly Shaw
Charles Edmondson

Teresa Edmondson
Jaime Rodriguez

School Calendar

Staff Development Day/Teacher Work Days	August 12-13-14-15
First Day of School	August 16
First Day for Kindergarten	August 21
Labor Day (No School)	September 2
Staff Development Day	October 4
Parent Teacher Conferences (Wednesday evening)	October 9
Parent Teacher Conferences (Thursday-day/evening) (No School)	October 10
No School-Non Contract Day	October 11
End of First Trimester	November 7
Teacher Work Day (No School)	November 8
Veterans Day (No School)	November 11
Thanksgiving Break (No School)	November 25-29
Winter Break (No School)	December 23-January 3
Teacher Work Day (No School)	January 6
School Reconvenes	January 7
Martin Luther King Day (No School)	January 20
President's Day (No School)	February 17
End of Second Trimester	February 27
Teacher Work Day (No School)	February 28
Spring Break (No School)	March 23-27
Staff Development Day (No School)	April 3
Parent Teacher Conference (Wednesday evening)	April 15
Parent Teacher Conferences (Thursday-day/evening) (No School)	April 16
No School-Non Contract Day	April 17
Last Day for Seniors	May 21
Memorial Day (No School)	May 25
Graduation	May 27
End of Third Trimester	May 29
Last Day of School (Half Day)	May 29
Teacher Work Day	June 1

1 hour late start will be every Wednesday

General Information

Accidents

Students who are injured will report the accident to the teacher or coach of that class or athletic program. Teacher or coach will file completed accident report to the principal.

If a student is in need of a medical emergency, 9-1-1 will be called. The school will notify the parents/guardian.

Assemblies

Assemblies are scheduled several times throughout the year. Assemblies are scheduled and approved by the principal. Assemblies are part of the regular school day and they must be attended by all students who are normally in class during the time the assembly is scheduled. The purpose of assemblies may vary, but they are always in keeping with district policies regarding content, speakers, student conduct, and supervision. Assemblies will be consistent with and promote school instructional goals and objectives.

Behavior Expectations

All students will obey school rules, make educational progress, and submit to the authority of teachers, assistants, and school officials in order to remain in good academic and social standing. Each student is responsible for his/her actions and choices in three basic areas:

- ❖ Respect for self
- ❖ Respect for others
- ❖ Be a law-abiding citizen

Change of Address or Phone Number

Students will provide updated information regarding change of address or phone number to the office. Student records and information will be mailed to the address on file.

Communications

Students, teachers, coaches, advisors, and others wishing to have announcements aired in the morning or on CHAMPS, complete a message form from the office for airing consideration and for administrative approval.

Watch and listen for the monthly activities calendar to provide information relating to social activities, athletic events, testing windows, and all other co-curricular events to take place during the month. School-wide CHAMPS will deliver information weekly during class. Information may also be delivered through automated phone calls and text messages. In addition, ASB and other school co-curricular clubs will post flyers throughout the building to further remind students of special events.

An OHS newsletter is mailed home on a regular basis to consistently keep parents informed of students' achievements, special events, and varied activities. Additionally, school information can be found on the school website.

Complaint Procedure

OHS encourages the informal resolution of complaints from the public regarding teachers. A member of the public who wishes to express a complaint should first discuss and attempt to resolve the matter informally with the involved teacher. The building administrator may work with the teacher and/or the member of the public to facilitate informal resolution.

If a complaint from the public about a teacher is not resolved at the informal level, a written complaint can be filed.

Computer Usage

The system's purpose is for the advancement and promotion of learning and teaching. Students utilizing the electronic communications system (including Website creation) are expected to follow the district's policies, regulations and procedures for appropriately using electronic communications established in Policies IIBGA, IIBGA-AR, IIBGB and IIBGB-AR. Failure to abide by district policy and administrative regulations governing its use may result in suspension and/or revocation of system access. Student(s) in violation of this expectation will be recommended for disciplinary consequences up to and including expulsion. Fees, fines, or other charges may also be imposed.

Parents may petition the limitations or use of a student's accessibility to the Internet at school and must notify the school administration in writing. Students who have restrictive access to the Internet at school will be assigned alternative activities for assignments that do not require Internet use. Priority use is given to students completing required course work before or after school hours.

Emergency Evacuation Drills

Mandatory fire drills are conducted periodically. All fire exits are clearly labeled. Students are required and expected to follow the explicit directions by their class teacher or coach. All students are

required by law to evacuate the building during fire drills and to seek refuge in the designated safe zone for that class period. Other evacuation or lockdown drills may also be practiced.

Fees

Students may be charged a fee for items and activities provided beyond the minimum academic requirements. Credit will not be extended to students without prior administrative approval. The following fees are charged for the specified activities:

- ❖ **Activity Card:** Student body activity cards are \$20. Students who have paid for an activity card will receive free admission to all regularly scheduled school activities (excluding dances). This includes sports, music, and drama performances. Students who have not paid for activity cards will pay to enter each event. All students involved in co-curricular activities must have a paid activity card. School-issued activity or ID cards are necessary for students to be admitted to school dances, including after-game dances, as non-OHS students are not admitted.
- ❖ **Annuals/yearbooks:** The school annual may be purchased for \$45. Yearbooks are ordered for those students who prepay at registration. A few extra annuals are ordered, but students should not expect to have a yearbook available for purchase at a later date.
- ❖ **Class fees:** Additional charges may be assessed for the materials for special projects in classes such as art, woodworking, foods, etc.
- ❖ **Student parking fee:** \$20 for parking pass.
- ❖ **Replacement Lanyard & IDs:** \$1.00 for each lanyard and each ID that must be replaced.
- ❖ **Replacement Chromebook Sleeve:** \$5.00

NOTE: All fees on a senior's account must be paid by the advertised deadline each year to be eligible to participate in the graduation ceremony.

Fund Raising

Students participate throughout the year in fundraising events to support local causes. An application for All fundraising activities must come through the Athletic/Activities Director and be approved by the building principal prior to starting activities.

Health Insurance

Group accident and dental insurances are available for purchase through the sole provider United Healthcare during student registration at OHS. Students and parents are urged to read the conditions and limitations of the insurer before purchasing a policy. Students engaged in interscholastic athletics are required to have either private or school accident insurance.

Lockers/School Property Searches

Students may be provided with the use of a locker to keep their books and personal effects. Most corridor lockers have built-in locks and are automatically locked when the door is closed. Any student enrolled in physical education is assigned to a small locker for gym clothes. Students may obtain school locks in the office for lockers needing a padlock. If the lock is lost, the student will be expected to pay a replacement fee. Personal padlocks are not to be used on school lockers. Valuable personal property such as watches, money, iPods, MP3 players, CD/DVD players, etc. should not be left in lockers.

Lockers are the property of OHS and the school's administration retains the right to inspect lockers. Searches of lockers are conducted any time there is reasonable suspicion to do so, whether or not the student assigned to the locker is present. All school property, including that of lockers, parking lots, locker rooms is inspected periodically with the use of trained drug dogs.

In the event of theft during class, all students in said class are required to participate in a voluntary search of personal belongings to assist in identifying the perpetrator. Students reluctant to participate may invite parents to observe the search procedure.

Lost and Found

Found items should be turned in to the main office. Any item remaining at the end of each month will be donated to local charities.

Closed Campus

Ontario High School maintains a closed campus for all students. Students needing to leave campus during the school day must have administrative approval. Juniors and Seniors have the opportunity to leave campus during the lunch period, if they met the eligibility requirements set forth (grades, attendance, tardies, behavior, etc.). Administration will notify Juniors and Seniors when this opportunity is available.

Meals

All students may eat for free and are required to remain on campus for breakfast and lunch. Breakfast is available and served each morning in the commons between 7:30am and 7:55am. Lunch is available each school day in the commons during the students' designated lunch period. Students may bring sack lunches from home to consume in the commons. Snacks may be provided after-school for students enrolled in academic enrichment. All food consumption will be limited to the cafeteria with the rare exception of classroom rewards. It is important that students help maintain the cleanliness of

campus by using trash cans for garbage. Vending machines with water, and juice are available before and after school.

Medication

OHS is not permitted to dispense prescription or non-prescription medication without written parental permission. Students requiring consumption of medications on campus will do so with approval of the school district nurse and the supervision and guidance of the office staff. All students' medications brought to OHS will be stowed in the main office.

Neighbors' Rights

The neighbors of OHS have the right to privacy, property, and personal freedoms as outlined by the law. Students of OHS must respect the rights of neighbors by avoiding: loitering, trespassing, littering, or creating a nuisance. The community of Ontario supports high school students in numerous ways. Be respectful always. School administrators cooperate fully with property owners and law enforcement to determine student violators.

Parking and Student's Use of Motor Vehicles

During school hours, students may park only in the marked spaces in the front parking lot. **No student parking is allowed in visitor spaces or other reserved parking spaces.** All parked vehicles must be between the painted lines of the parking spaces. ADA parking is available. Vehicles parked in bus loading, fire lanes, or other no parking areas will be ticketed and/or towed at the owner's expense. Students are not to loiter in their vehicles parked on school property at any time during the school day. Students abusing parking lot privileges will be assigned to park off-campus. School rules and local and state traffic laws apply when operating vehicles within school property. Students are required to drive in a safe, quiet, and slow manner on school property. Violators will be ticketed, fined, or assigned to park off school property, and/or have their cars towed. Students' vehicles may be subject to periodic searches. **Avoid having your car towed: All cars parked in OHS lots must be registered and display the OHS parking pass. No Exceptions!**

Personal Entertainment Devices

Entertainment devices including but not limited to cell phones, iPods, MP3 players, CD, DVD players, game devices, headphones/earbuds, etc. are not allowed for use during instructional/class time except upon teacher direction. Students who use a personal entertainment device without permission during class, violate policy and the personal entertainment device will be confiscated by the teacher. The personal entertainment device will be submitted to administration, and the student will be assigned disciplinary consequences.

- **1st violation:** Device taken until the end of the day. The student will pick up the device in the Office of Student Conduct.

- **2nd Violation:** Device taken until the end of the day. The student's parent must pick up the device in the Office of Student Conduct.
- **All Further Violations:** Parent must pick up the device at the end of the day in the Office of Student Conduct. Student will be assigned lunch detention.

Cell phone usage is permitted during student's assigned lunch period, between classes, and before/after school. Phones may not be used for listening to music or taking pictures/videos. Headphones/earbuds may not be used on campus unless in class with teacher permission. A parent calling or text messaging a student during class does not excuse phone usage. Parents are reminded to leave messages in the office during school hours (Policy JFCEB). Please notify the main office of student's mobile number as we update and improve our systems of communication. **OHS is not responsible for lost, damaged or stolen electronic devices.**

Publications and Expression

School publications are an important part of the educational process. All school publications must be related to the students' educational learning goals and objectives. Individual student expression is important but must remain within the guidelines of good conduct and remain consistent with the school goals.

Questioning

Law enforcement officials may find it necessary to question students during the school day or after school during co-curricular activities. If this is to occur, the principal or a designee may be present with the student.

Parents are advised that in suspected child abuse cases, the Department of Human Services and/or law enforcement officials may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents (Policy JFGAR).

The Department of Human Services will be responsible for contacting parents.

Safety and Security

Guests and visitors to OHS must sign in at the main office and wear the visitor badge proudly—easy to see! To maintain adequate security, all outside doors are locked during school hours, with the exception of the main and 300-hall entries. Surveillance cameras are utilized in various indoor and outdoor locations on campus, including parking lots. Copies of surveillance tapes are shared with law enforcement officials. Students are asked to notify school officials of any suspicious persons who may be on or near school property.

School Dance Policy

All OHS and District rules and policies apply at dance events. Currently enrolled students and guests attending dances are required to submit to a breathalyzer prior to entering the event. A positive breathalyzer result is handled according to board policy. Students in violation of any rules will be asked to leave the event. Non-OHS students are allowed to attend dances through age 19 with current OHS students provided that the OHS student registers the guest student by Wednesday of the week prior to the dance and must be approved by an administrator. Students may not bring guests who are considered dropout students. Guest students must be 19 or under and if not attending high school must provide a copy of photo ID and proof of graduation with dance request no later than 3 days prior to the dance. Administration reserves the right to refuse guest passes for any reason. Reasons may also include the behavior history of the host. The host student is responsible for the behavior of the guest. OHS students must have a valid OHS ID card to attend the dance. Students without a valid school ID are not admitted. Student guests must present picture ID to enter the dance. Students exiting early for any reason may not re-enter the dance.

Students must maintain a 90% daily attendance rate in order to attend dances sponsored by OHS. We may check this up until the day of the dance. It is the students responsibility to be aware of their attendance rate in order to be eligible to attend dances sponsored by OHS.

Not all students are eligible to attend school sponsored dances. For example, students who have an unexcused absence(s) for that school day will be assigned to a non-entry list at the dance event.

Not allowed at dance events: Backpacks, outside food, drinks, candy, etc., violent or sexual dancing. Students in violation will be asked to leave.

Signs and Posters

All signs, posters, notes, and other forms of advertisements must be approved by school administration prior to displaying. Postings are limited to educational goals, learning objectives and student-related advertisements. School administration reserves the right to prohibit advertisements on school property that create disruption or invade the rights of others. Non-approved postings will be removed.

Skateboards and Rollerblades

For safety reasons, the use of skateboards and rollerblades is prohibited on campus at all times. Skateboard ridden to school must be stored in a checked out locker. They will be able to be stored in the officer or teacher's classrooms. Students in violation will be subject to disciplinary consequences including confiscation of skateboard or rollerblades.

Student Organizations

Student organizations are chartered through OHS Associated Student Body. All OHS students are encouraged to be involved in these student organizations. A Co-Curricular Participation Agreement is signed and adhered to by participating students. OHS sponsors numerous school and curriculum-related organizations to meet varied students' interests. Non-school-related organizations are allowed to meet on school property provided they do not interfere with OHS students' instructional times. The principal approves all non-school organizational meetings. Secret societies/organizations are not allowed at OHS.

Student clubs and performing groups such as leadership, band, choir, cheerleading, dance, athletic teams, etc., may establish additional rules and consequences for misconduct that are more strict than those for students in general. If a student violates the Student Code of Conduct, consequences specified by the district will apply in addition to any other consequences specified by that student club.

Student Records

In accordance with OSD board policy and State law, OHS maintains student progress and behavioral records. Parents and students have the right to review these records. To access records, visit the guidance or main OHS offices. OHS cooperates with law enforcement, health, and social welfare agencies for the purpose of shared information when determined to be in the best interest of the student.

Textbooks

Textbooks are loaned to students. Textbooks and materials are returned at the end of each course or at the time a student withdraws from OHS. Students not returning textbooks or other loaned materials: uniforms, musical instruments, etc., will be charged a replacement cost fee. Damage fees, fines and replacement costs are paid to the main office. School records and diplomas will not be issued with outstanding book fines or other incurred debts at OHS.

Academics

Academic proficiency and personal development are the primary goals for our OHS students. We strive to provide academic excellence with a nurturing climate that fosters and enriches each student's intellectual needs for learning and personal growth. The following guidelines assist students in planning and setting academic and personal goals. Students and parents are encouraged to review the Curriculum Guide for additional information.

Academic Planning

Please check the Curriculum Guide to find guidance in specific requirements for high school graduation, college admission requirements; vocational and/ or technical training opportunities and to determine whether classes assigned meet a student's criteria.

Academic Year

The academic year consists of 6 six-week grading periods. Progress reports are provided at the end of the 6 week mark of each trimester. Only end-of-trimester grades are recorded on the student's permanent record. Cumulative grade-point averages are computed on the basis of trimester grades. Trimester grade reports are mailed to the student's home address.

Commencement Ceremony Participation

Students are to complete all graduation requirements to participate in commencement ceremonies. Exceptions may apply to visiting foreign-exchange students in current enrollment and to students with a current Individualized Education Program (IEP) or a 504 plan specifying specially designed instructional goals, graduation and diploma requirements. (Policy IKFB).

Students must complete all requirements by the designate deadline in order to walk in commencement ceremony.

Early Graduation

Many of the most satisfying personal and social experiences attained by a student during school life occur during the final months of their senior year. Sometimes, students graduating early feel left out of many of these rewarding and worthwhile experiences. Ontario School District believes there is much more to be learned through the four year high school experience than just academics to grow a well-rounded, prepared, and mature individual. It is a clear expectation that students remain in high school the full four years. Given our philosophy, early graduation requests will only be considered for extreme circumstances, such as planned early military entry, for example. Early college entry or desire to enter the workforce or next stage of life early is generally at odds with the OSD philosophy of the benefits of a full four-year experience and not considered a valid reason for early graduation. OSD reserves the right to deny any early graduation request. Students granted permission to graduate early may not graduate any earlier than the end of the second trimester of their senior year. Those who are granted early graduation will be allowed to participate in the graduation ceremony with the senior class cohort. Early graduates will not be able to participate in any other senior cohort activities, including but not limited to the senior slideshow, time capsule, and any other school-sponsored senior activities. Activities such as these are designed to allow students who have grown together in the same cohort to have final celebrations and memories. To qualify for early graduation within the limited allowable circumstances, the following criteria must be met:

- The application process must be complete by the end of the first trimester sophomore year to include:
 - A written statement from the student to the building principal giving the purpose in requesting early graduation. This must be a detailed explanation of the exact plans the student has for the third trimester when he/she would not be in school and will include the following:
 - How the reason for early graduation meets the philosophy of OSD outlined above
 - Exact reasons why student and parent think the student will benefit more from this plan than from the third trimester in high school
 - Evidence, if available, of the alternative plans for senior year third trimester
 - The signature of both parent and student to approve and verify the statement (a meeting will also be held between administration, parents and student)
 - Provide a transcript current through the first trimester of the sophomore year that demonstrates no failing classes, behavior issues, or less than 92% attendance
 - Provide a plan from the school counselor outlining the courses needed and schedule of when those courses will be taken up through the end of the second trimester of the senior year
- By the end of the second trimester of the senior year, the student must:
 - Have passed all state testing graduation requirements and have met all State of Oregon and OSD graduation requirements
 - If student fails to meet these requirements, they will be required to complete the third trimester of the senior year with their class to meet the graduation expectations, completing a full-time schedule

NOTE: OSD works very hard to provide a rigorous Honors Diploma program and experience to prepare students for the challenges of post-secondary school expectations. Because this rigor cannot be abbreviated and still maintain the integrity of the program, early graduation is not an option for those seeking an Honors Diploma. OSD also reserves the right to waive any early graduation expectations to address circumstances that impact the health and wellbeing of a student, such as a primary caretaker death in the family resulting in significant and evidence-based shift of student responsibilities or pregnancy. As with all students, OHS has the right to remove a student from the early graduation track at any time for reasons related to behavior, performance, or attendance. These criteria will be evaluated frequently.

Grading Framework

The primary objective of proficiency-based grading is to measure student learning and academic performance toward meeting Oregon State Standards, common core state standards and Essential Skills. As evidence is gathered over a period of time and through a variety of learning experiences, proficiency begins to emerge. Students will be given multiple assessment opportunities to demonstrate mastery of academic content. Students will also be given dedicated windows for retaking proficiencies, if necessary. In our grading system, this collection of evidence and measurement culminates in the awarding of a grade that is designed to accurately represent a level of achievement

of a respective standard(s). See Course Syllabus for detailed information.

Proficiency Grading Scale:

A	90% - 100%	The student consistently exceeds the performance standards. The student is receiving credit. The student demonstrates the ability to synthesize, reflect, conduct, and manage skills and content consistently and independently.
B	80% - 89.9%	The student consistently meets the performance standards. The student is receiving credit. The student demonstrates the ability to apply, generalize, and extend key concepts, processes, and skills consistently and independently.
C	70% - 79.9%	The student is meeting the performance standards. The student is receiving credit. The student grasps key concepts, processes, and skills.
F	Below 70%	The student is not demonstrating an understanding of key concepts, processes, and skills and requires additional time and support, and has not shown proficiency. The student is not receiving credit.
P	PASS	In special circumstances, or as specified in an IEP, a student may be awarded a PASS. Students who complete credit through CBI will receive a PASS. Administrative approval is required.

Honors Diploma

The purpose of the Honors Diploma program is to recognize students who participate in a rigorous high school curriculum of study. Qualifying courses and other requirements are detailed in the Ontario High School Curriculum Guide.

Valedictorian

Valedictorians will be determined based upon WEIGHTED GPAs. All Valedictorians must earn an

HONORS DIPLOMA and have a Weighted GPA above a 4.0. **The valedictorian with the highest weighted GPA will deliver the commencement speech on behalf of the graduating class. In the event of a tie, the valedictorian group will vote to break the tie.**

Honor Roll

The OHS honor roll consists of students enrolled in at least five classes with a cumulative grade point average of 3.25 or higher for that specific grading period. Pass or fail classes are will not count towards Honor Roll. Students with “INC”, incomplete grades, are not eligible for that trimester’s honor roll.

Honor Society

The OHS Chapter of National Honor Society is an organization for students selected by membership on the basis of character, scholarship, leadership, and service. Applications for consideration are distributed to students with earned qualifying cumulative grade point averages each spring. From established criteria, the faculty council reviews the applications to determine the selection of new members. Additional information about National Honor Society is available through the advisor.

Oregon High School Diploma

OHS meets the standards-based credit requirements in its curriculum design. Students on standard track for high school graduation will meet those course credit requirements which are outlined in the [curriculum guide](#) on pages 80 - 83.

In addition, to the course credit requirements, students must demonstrate proficiency in essential skills:

Reading, Writing, Apply Math, Essential Skills

Learn more about Oregon High School Diploma: <http://www.getreadyoregon.org>

Students served by Individual Education Programs (IEP) follow recommendations to meet requirements for Oregon High School Diploma and/or requirements for alternate certification.

Essential Skills Definitions

Students must demonstrate proficiency in identified essential skills to receive a high school diploma.

The essential skills are process skills that cross academic disciplines and are embedded in the content standards. The skills are not content specific and can be applied in a variety of courses, subjects, and settings.

1. Read and comprehend a variety of text*

This skill includes all of the following:

- Demonstrate the ability to read and understand text.
- Summarize and critically analyze key points of text, events, issues, phenomena or problems, distinguishing factual from non-factual and literal from inferential elements.
 - Interpret significant ideas and themes, including those conveyed through figurative language and use of symbols.
 - Follow instructions from informational or technical text to perform a task, answer questions, and solve problems.

**text includes but is not limited to all forms of written material, communications, media, and other representations in words, numbers, and graphics and visual displays using traditional and technological formats*

2. Write clearly and accurately

This skill includes all of the following:

- Adapt writing to different audiences, purposes, and contexts in a variety of formats and media, using appropriate technology.
- Develop organized, well-reasoned, supported, and focused communications.
- Write to explain, summarize, inform, and persuade, including business, professional, technical, and personal communications.
- Use appropriate conventions to write clearly and coherently, including correct use of grammar, punctuation, capitalization, spelling, sentence construction, and formatting.

3. Apply mathematics in a variety of settings

This skill includes all of the following:

- Interpret a situation and apply workable mathematical concepts and strategies, using appropriate technologies where applicable.
- Produce evidence, such as graphs, data, or mathematical models, to obtain and verify a solution.
- Communicate and defend the verified process and solution, using pictures, symbols, models, narrative or other methods.

4. Listen actively and speak clearly and coherently

This skill includes all of the following:

- Listen actively to understand verbal and non-verbal communication.
- Give and follow spoken instructions to perform a task, ask and answer questions, and solve problems.
- Present or discuss ideas clearly, effectively, and coherently, using both verbal and nonverbal techniques.
- Use language appropriate to particular audiences and contexts.

5. Think critically and analytically

This skill includes all of the following:

- Identify and explain the key elements of a complex event, text*, issue, problem or phenomenon.
- Develop a method to explore the relationships between the key elements of a complex event, text*, issue, problem or phenomenon.
- Gather, question and evaluate the quality of information from multiple primary and secondary sources.
- Propose defensible conclusions that address multiple and diverse perspectives.
- Evaluate the strength of conclusions, differentiating reasoning based on facts from reasoning based on opinions.

**text includes but is not limited to all forms of written material, communications, media, and other representations in words, numbers, and graphics and visual displays using traditional and technological formats*

6. Use technology to learn, live, and work

This skill includes all of the following:

- Use creativity and innovation to generate ideas, products, or processes using current technology.
- Use technology to participate in a broader community through networking, collaboration and learning.
- Recognize and practice legal and responsible behavior in the use and access of information and technology.
- Use technology as a tool to access, research, manage, integrate, and communicate ideas and information.

7. Demonstrate civic and community engagement

This skill includes all of the following:

- Apply knowledge of local, state, and U.S. history and government to explain current social and political issues.
- Perform the civic and community responsibilities essential to living in a representative democracy.

8. Demonstrate global literacy

This skill includes all of the following:

- Demonstrate knowledge of diverse cultural, linguistic, and artistic expressions.
- Apply a global perspective to analyze contemporary and historical issues.

9. Demonstrate personal management and teamwork skills

This skill includes all of the following:

- Participate cooperatively and productively in work teams to identify and solve problems.
- Display initiative and demonstrate respect for other team members to complete tasks.
- Plan, organize, and complete assigned tasks accurately and on time.
- Exhibit work ethic and performance, including the ability to be responsible and dependable.

Schedule Changes

Schedule changes are made when it is in the best academic interest of the student and the change may be initiated by an administrator, teacher, counselor, or parent. Student-initiated schedule changes are done by filling out a schedule change form which must be signed by an administrator before counselors will change the official schedule. **It is extremely important students plan course schedules to meet graduation credit requirements.**

School Day

The school day begins at 8 a.m. and ends at 2:50 p.m.—except on late start Wednesdays when school begins at 9:00. **Students are expected to leave the building or be in a classroom for after school support by 3:00 PM.** Class times and bell schedules are posted in classrooms and hallways. Each class period is 50 minutes in length. A four-minute pass time is provided for students to travel from one classroom to the next, and students are expected to arrive on time. 30 minutes are provided for lunch. Two minutes are reserved during first period for school announcements.

Attendance

Attendance Philosophy

Ontario School District 8C and OHS place significant educational value on student attendance and participation in class. Regular attendance is essential to maximize educational opportunities at OHS. There are few substitutes for the knowledge, values, and educational process gained in this type of learning environment.

Successful school attendance necessitates cooperation between the home and OHS Educators are committed to keeping students and parents informed of attendance issues and concerns. Parents have the responsibility to keep the school informed of absences as well.

Attendance Requirements

OHS students are required to attend every class every day. Oregon law states full-time school compulsory attendance requirement for all children ages seven to 18 who have not completed the 12th grade, unless otherwise exempted by law (ORS 339.010). School staff monitors and report violations of the state's school attendance law. Students with excused absences are responsible for submitting assignments and examinations missed due to their absence as described in the individual class syllabus.

A student's grade or ability to earn credit for their class may be impacted by their attendance as outlined in ORS 339.280.

A student who is absent the entire day from school or from any one or multiple class periods without excuse may be considered truant dependent upon situation and/or attendance history and may be subject to disciplinary action including detention, suspension, assignment to alternative education, expulsion, and/or ineligibility to participate in athletics or other activities (such as assemblies or dances). Course credit will not be issued until the student has met all class requirements. Except as provided in ORS 339.030, every person having control of any child between the ages of 7 and 18 years who has not completed the 12th grade is required to send such child to and maintain such child in regular attendance at a public full-time school during the entire school term (ORS 339.020).

Attendance letters are sent home once a student has met the following threshold of attendance:

- Excessive Excused Letter 1 (EEA1) - 5 or 30 period Excused Absences within 3 months.
- Excessive Excused Letter 2 (EEA2) - 10 or 60 period Excused Absences within 6 months.
- Irregular Attendance Letter - 4 or 24 period Unexcused Absences within 4 weeks

Excused Absences as Defined by the State of Oregon

- OHS accepts the following reasons as excused absences according to law. (ORS 339.065(2)):
- Illness of a student
- Illness of a family member
- Emergencies
- Medical or dental appointments
- School-related activities
- Pre-arranged absences ***authorized by an administrator** (please see criteria below)
- Legal Court appearance

Any pupil may be excused from attendance by the school board for a period **not to exceed five days in a term of three months or not to exceed 10 days in any term of at least six months.** Any such excuse shall be in writing directed to the principal of the school in which the pupil attends (ORS 339.065). On rare occasions, this rule may be waived by the school board.

Procedure to Excuse Absences

A parent must phone the Attendance Office (541-889-5309) or may send a note of excuse upon the student's return to school explaining the illness, injury, medical/dental appointments, or emergency. After 30 period qualifying excused absences within a 3 month window, any subsequent absences will require a doctor's note to excuse the absence. A student falsifying or forging a note or phone call regarding attendance is unacceptable conduct and will result in disciplinary action. Also, not all reported absences are excusable. Please refer to the Excused Absences list on page 23.

Pre-Arranged Absence Procedure

Teachers, coaches, or advisors plan for a student's absence due to a curricular activity, the following procedure must be followed:

1. Obtain a prearranged absence slip from the Attendance Office and fill in the appropriate data for processing
2. Request parent signature or clear the request by note or phone
3. Have teachers sign the form. Teachers may make comments about the absence on the form
4. Return the completed form to the Attendance Office 24 hours prior to departure for the absence.

NOTE: Partially filled out forms will be denied.

Parents who wish to seek excused absence for college, trade school, or military career seeking visits must **speak with an administrator** to obtain excused absence approval **at least one week prior** to absence. Students are required to make arrangements for work with each of their teachers.

Parents who wish to seek excused absence for anything that does not meet the state's definition of an excused absence above must meet with administration **at least one week** prior to the requested absence. Administration will only approve these type of absence requests if they are an obvious continuation of the academic trajectory of high school. For example, attending a Space and Engineering camp can easily be considered an extension of the academic learning of high school; hunting, family vacations, sports camps and reunions cannot. Although parents always have the right to take students out for anything they deem important to them or their family, it is incumbent upon the school to make sure students and their families are aware absences that do not meet the excused absence criteria as set forth by the state or the academic extension requirements defined by the school will not be considered excused and excessive unexcused absences may lead to truancy. Parents will receive notification in writing if their student is considered truant.

Unexcused Absences

Unexcused student absences must be cleared within two school days of his/her return to school. Unexcused absences that have exceeded the two-day recommendation to clear deadline will remain unexcused and will be recorded as any other unexcused absence. Any absence, other than those listed above, even though known to a student's parent or guardian, will be considered unexcused. A reasonable attempt will be made to notify the parent of all unresolved absences. Parents are always welcome and encouraged to call the school to check on attendance. Students who stop attending school voluntarily, or who are recommended for removal from a class, will automatically be placed into an alternate setting during that class time.

Excessive Absences and Irregular Attendance

ORS 339.065 (1) defines excessive absence and irregular attendance as “having eight (8) unexcused 1/2 day absences in any four-week period.” Therefore, any student having four unexcused absences from any one period will be subject to compulsory attendance actions.

By law, any parent who fails to send a student to school within three days of notification by the district that their student is not complying with the compulsory attendance requirements may be issued a citation by the district for the student’s failure to attend school. Violation is a Class C infraction of the law and is punishable by a court imposed fine.

The district will notify parents in writing that, in accordance with the law, the superintendent or designee will schedule a conference with the non-attending student and his/her parent to discuss attendance requirements. The written notice (in the native language of the parent), will include the following:

1. The superintendent or the designee has the authority to enforce the provisions of the compulsory attendance laws.
2. Failure to send a student to school is a Class C infraction.
3. A citation may be issued by the district.
4. A conference with the student and parent is required.

Additionally, a parent, guardian, or other person lawfully charged with the care or custody of a student less than 18 years of age, may be found in the courts to have committed the offense of inadequately supervising a child who has failed to attend school as required. **Violations, as determined by the court, may be punishable by a requirement to complete a parent effectiveness program approved by the court and/or a fine of not more than \$1,000.**

Tardy to Class

Students must arrive to class on time. Upon the third tardy students will be added to a “Do Not Release” list and will not be allowed out of class except for emergencies or to be called to the office. Chronic tardiness will be addressed by administration and consequences may be assigned.

Hall Passes

Each hall of the high school is designated with a colored hall pass system. Hall passes must match the color-coded hall system, so a student with an orange pass should not be in the green hall (unless the teacher has written permission on the pass). Students leaving a class must sign out and back in again upon return. The date, times of exit and reentry, as well as destination are recorded. Students found out of class without a hall pass may be cited with an unexcused absence or other appropriate disciplinary measure.

Home Release Student

Students who do not have a class period assigned during the regular schedule day are not allowed in the halls or parking lots after the tardy bell rings. It is required that students leave campus and return prior to the start of assigned class time. Students returning from home release should not arrive earlier than five minutes before the start of class.

Signing In and Out

Students must sign in and out of school at the front Attendance Office when arriving or leaving at times other than regularly scheduled arrival or dismissal times. Partial-day or single-period absences may not be excused unless the student has properly signed in and/or out of school following excused absence attendance policy. All students checking out must have a parent note, appointment card or phone call from a parent for the attendance office to excuse the early dismissal and absence. It is highly recommended that students schedule medical and dental appointments after school.

Safety is our first concern at OHS. In general, we allow parents/guardians to call the office to check a student out during class periods, but certain circumstances may require we do a call back to verify we are speaking to an authorized person. We will not authorize the release of any student to anyone not on the approved list provided at registration, so please make sure this is updated. Because lunch periods are not under structured academic supervision, for safety reasons parents/guardians will not be allowed to call in or send a note to check students out for the lunch period only. Parents/guardians must come into the office to sign their student out to check them in and out for lunch.

Off-Campus Lunch Privileges

Off-Campus Lunch is a privilege at Ontario High School and is reserved only for Juniors and Seniors. Lunch stickers will be earned based on the following criteria from the month preceding off-campus lunch:

- Zero unexcused tardies
- Zero unexcused absences
- Passing all classes during the grade check period
- Having no discipline points or referrals

Students who have earned off-campus lunch will be allowed to leave during their lunch time. If a parent does not wish for their child to leave during lunch, they may call the Office of Student Conduct at 541-889-5309 to speak to an administrator, otherwise students who have earned their lunch sticker may leave out the main doors during their lunch time. If a student is not eligible for off-campus lunch privileges, a parent must come in to check their child in and out in order to leave campus for lunch each day they are not eligible.

Students aged 13-18 who have not earned their lunch sticker, must be checked out by a parent each day to maintain our safety plan that is in place.

No student will have off-campus lunch during August/September each school year. During this time students will need to meet the criteria above to have off-campus lunch starting in October.

Summary of Attendance Procedures

Students participating in activities and athletic programs must have all absence issues resolved prior to co-curricular participation. The coach or advisor will provide information and specific procedure to be followed.

Students returning to school following an absence (other than activity/athletic or prearranged) must clear absences with a note or phone call from a parent on the date of return.

If a student must leave school at any time when normally scheduled to be in class (or at lunch if not returning for class after lunch), the student must check out at the Attendance Office by providing written permission or a call from a parent stating the specific reason for release, the day and time the student needs to leave, and the length of time student will be absent.

Students who are late to school are to check in at the Attendance Office prior to going to class.

Safety and Discipline

Conduct

Students are responsible for making positive behavior choices, in accordance with the policies of the district. The district has the responsibility to afford students certain rights as guaranteed under federal and state constitutions and statutes.

Conduct off campus and during non-school hours that violates the district's Student Code of Conduct may also be the basis for discipline if it has the potential to disrupt or impact the safe and efficient operation of the school or interfere with the rights of others.

Student Rights and Responsibilities

Student rights and responsibilities are the following:

1. Civil rights, including the right to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others
2. The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting oneself and others to learn at school
3. The right to due process of law with respect to suspension, expulsion and decisions, which the student believes injure his/her rights
4. The right to free inquiry and expression; the responsibility to observe reasonable rules regarding these rights
5. The right to assemble informally; the responsibility not to disrupt the orderly operation of the educational process, nor infringe upon the rights of others
6. The right to privacy, which includes privacy in respect to the student's educational records
7. The right to know the behavior standards expected; the responsibility to know the consequences of misbehavior

Student Code of Conduct

The district has authority and control over students at school during the regular school day, at all school-related activities, regardless of time or location, and while being transported or during transition between home and school. Students will be subject to discipline including detention, suspension, expulsion, and/or referral to law enforcement officials for the following, including but not limited to:

- A. Theft
- B. Use of threats, intimidation, harassment, or coercion against anyone
- C. Willful damage or destruction of district property
- D. Willful damage or destruction of private property on district premises or during district activities
- E. Assault or menacing of another person (defined as using words or conduct that places another person in fear of imminent serious physical injury including encouraging others to fight—such as video- taping)
- F. Unauthorized possession and/or use of a loaded or unloaded firearm or any other instrument, device, material or substance which is used, attempted to be used, and is readily capable of causing death or physical injury
- G. Any possession or use of tobacco, alcohol, controlled substance, or other unlawful drugs
- H. Violations of district transportation rules
- I. Plagiarism or cheating
- J. Leaving school grounds or school-sponsored activities without permission
- K. Use of profanity, vulgar language, or obscene gestures
- L. Being disrespectful or directing profanity, vulgar language, or obscene gestures toward teachers or other school employees
- M. Insubordination, such as disobeying directives from school personnel or disobeying school policies, rules and regulations

- N. Committing extortion, coercion, or blackmail, that is, obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or the threat of force
- O. Name calling, ethnic or racial slurs, derogatory statements or acts
- P. Objects that may substantially disrupt the school environment or incite violence
- Q. Offensive conduct of a sexual nature, whether verbal or physical, which may include requests for sexual favors or other intimidating sexual conduct, directed toward another student
- R. Hazing or “initiation”
- S. Persistent failure to comply with rules under the lawful directions of staff or district officials
- T. Gambling in any form
- U. Possession of weapons, replicas of weapons, or other dangerous objects

***Students are expected to report any behavior that violates the Student Code of Conduct.**

Parent Notification

Parents will be notified of disciplinary actions by telephone, personal contact, or by correspondence. A conference may be held with the student, guardian and/or parent(s), appropriate school officials, and other individuals involved. If OHS finds that methods to contact parents or guardians are unsuccessful, OHS administration reserves the right to request a home escort by Ontario Police for student(s).

Discipline Referral System

Students referred to the administration for violation of the Student Code of Conduct will be dealt with in a fair and consistent manner. The district’s disciplinary options include:

- A. Counseling by administrators
- B. Detention
- C. Suspension up to 10 school days
- D. Expulsion
- E. Loss of driving privileges on campus (If driving privileges are revoked, the parking fee will not be refunded.)
- F. Placement in alternative education program

Disciplinary measures are applied depending on the nature and seriousness of the offense. The age and student’s past pattern of behavior will be considered prior to any suspension or expulsion.

OHS DRESS CODE

Because all casual clothing is not suitable for the classroom, these guidelines will help determine what is appropriate to wear to school. Clothing that works well for the beach, yard work, dance clubs, exercise sessions, sleeping, and sports contests are not appropriate for an educational environment. Clothing that reveals cleavage, your back, your chest, your stomach or your underwear is not appropriate for the classroom and will not be tolerated. Any clothing that has words, terms or pictures that may be offensive to other students or staff is unacceptable. Clothing that has the OHS school logo is encouraged. School dress code applies to all activities before or after school hours where all or part of the expectation of your attendance is that you are representing OHS. For example, all club, award, banquet and performance activities, and all public forums where you represent the school, such as school board and community organization presentations.

SPECIFIC GUIDELINES:

- All students must wear school issued lanyards with ID badges and must be visible by staff everyday as part of OHS dress code expectations.
- Wearing/carrying hats of any kind is not allowed on school property during the school day from 7:00 am to 3:30 pm. Hats cannot be visible on campus during these hours. They will be taken and a parent must come and pick up in the office. They must be put away inside your bag. Hoodies are allowed, but hoods are off in the building at all times.
- Graphics and/or symbols on any personal item (to include clothing, backpacks, binders, body art, etc.) that any staff member deems as inappropriate, or disruptive to the learning environment, due to content, implied meaning, or gang/drug affiliation is not allowed. This includes, but is not limited to, sexual innuendos. Rosaries may not be worn outside of clothing.
- Clothing with Ontario High School logo is encouraged. The “Straight Out of O-Town Logo” may not be worn.
- All shirts must have sleeves.
- Blankets cannot be worn or used on campus.
- Professional sports team clothing (to include jackets, backpacks, lanyards, binders, etc.) is not allowed. College team clothing is allowed.
- The back, stomach, chest, and back side should be covered. Skin should not be visible even through clothing.
- Necklines cannot dip below the straight line made across the chest when crossing from the top of one armpit to the other.
- All shorts, skirts, dresses, and tunics (long shirts) must come within four inches from the knee that inappropriate exposure does not occur when bending over, squatting and/or sitting down - this will be at the final discretion of OSC and administrative staff, so please check this before leaving home.
- All clothing must fit correctly. No sagging, baggy or extremely tight clothing which includes leggings, yoga pants, and athletic wear unless worn under tunics, dresses, and skirts.

- No holes or rips (even stylistically intentional, even with layers underneath) are allowed in pants, shorts or skirts.
- No house slippers or pajamas (including bottoms) are allowed.
- Ontario School District may provide religious exemptions in dress codes and/or uniform policies.
- If clothing fails to meet standards as determined by OHS Staff, the student will be allowed to call home for a change of clothes and then return to the learning environment. If the student incurs multiple dress code violations, progressive disciplinary action will be applied.

IF DRESS CODE VIOLATION CANNOT BE FIXED PERMANENTLY AND IMMEDIATELY, STUDENTS ARE SENT TO THE OSC IMMEDIATELY. THE OSC WILL CALL HOME FOR CLOTHING AND WHEN ISSUE IS RESOLVED, THE STUDENT WILL BE SENT BACK TO CLASS. **NOTE: PUTTING A SWEATSHIRT ON OR ZIPPING A COAT UP IS NOT AN OPTION FOR PERMANENT RESOLUTION.**

ANY ITEM LISTED ABOVE THAT IS DETERMINED TO BE A VIOLATION OF THE DRESS CODE MAY BE TAKEN IMMEDIATELY AND PARENTS MAY BE REQUIRED TO RETRIEVE IT AT THE OFFICE.

Lunch Detention

Students may be issued lunch detention as a consequence for any violation of the Student Code of Conduct, tardies, and unexcused absences. Students will be notified that a lunch detention has been issued and will be expected to report to the designated detention room immediately after dismissal from class. A sack lunch will be served and the student's lunch account will be charged accordingly. Students may not bring their own food. Failure to attend lunch detention will result in a half day of in-school suspension.

In-School Suspension (ISS)

Students may be issued ISS as a consequence for any violation of the Student Code of Conduct, excessive tardies, and unexcused absences. Students will be notified that ISS has been issued and will be expected to report to the ISS room as indicated by an administrator or the ISS monitor. A sack lunch will be served to any student remaining in ISS during the lunch period, and the student's lunch account will be charged accordingly. Students may not bring their own food.

Students may also be sent to ISS if they violate the dress code and must remain there until the violation is corrected. Teachers may send students directly to the OSC for the remainder of the period, if the student is failing to comply with classroom expectations. Referrals will be addressed by an administrator.

Suspension

When out of school suspension is the most appropriate course of discipline for a violation, the Student Code of Conduct due process procedure will be followed. Students will be informed of the impending decision to suspend and will be provided the opportunity to advocate defense. Students may be suspended from school for one day and up to 10 consecutive school days for willful violations of the Student Code of Conduct. The district may also require students to attend night school as an alternative to suspension. During the period of suspension, students are prohibited to attend after school or weekend activities such as dances, OHS concerts, co-curricular or athletic events, or any other district sponsored event or activity. Parents and guardians will be notified of this expectation.

School assignments missed by a student on suspension are to be completed upon the student's return to school. For example, a student will be allowed to make up a final, a mid-term, and a unit examination without academic penalty.

Expulsion

A student may be expelled for severe or repeated violations of the Student Code of Conduct. When a recommendation for expulsion is the proper response to the violation of the Student Code of Conduct, the student will be informed that he/she is immediately suspended from school and that a recommendation for expulsion will be made. No student may be expelled without a hearing unless the student's parent or the student, if 18 years of age, waives the right to a hearing, either in writing or by failure to appear at a scheduled hearing. An expulsion includes the removal of a student from school property and all school-related activities. The length of time a student is expelled is decided by the Ontario School District Board of Directors, and may extend beyond one calendar year. The student and his/her parent will be notified of the pending expulsion and information about his/her rights under due process will be explained. The student will be advised of district or community educational alternatives.

Discipline of Disabled Students

A student with an Individual Education Program (IEP) who violates the Student Code of Conduct will be assigned the most appropriate consequence including out of school suspension. If behavior warrants suspension, he/she may be suspended up to and including 10 consecutive calendar school days. If an IEP student is suspended more than once, or for more than 10 consecutive school days, or more than 10 cumulative school days during a school year—or is recommended for expulsion—the student's parent/guardian will be notified within 24 hours to schedule a mandatory IEP meeting to address the infraction, its relationship or manifestation to the disability on the student's IEP, the consequences being considered, and the recommendation(s) for alternative placement.

If, the IEP team concludes the misconduct has no relationship to the student's disability, the student may be disciplined in the same manner as would other students. If the IEP team concludes the misconduct is a manifestation of the student's disability, the team may recommend alternative placement for the student within an agreed timeline. The district may not expel an IEP student or terminate educational services for any behavior which is a manifestation of the disability identified in the IEP. If the district determines that the student's behavior, which is related to his/her disability, poses imminent danger to others, the district may remove the student to an interim alternative educational setting for 45 days. The student will also be removed if the disciplinary action is due to the student's use of a weapon, consumption, or sale of illegal drugs on school property.

The specific interim alternative educational setting will be determined by the student's IEP team. If the district takes any of the above disciplinary action toward a child with a disability, including suspension or moving the student to an interim alternative setting, either before or within 10 days of taking such an action, the school district will have an IEP meeting to:

- A. Develop an assessment plan to conduct a functional behavioral assessment
- B. Develop a behavioral intervention plan based on the functional behavioral assessment
- C. Review the behavioral intervention plan and modify it, as necessary, to address the behavior.

Appeals

Parents and/or students have the right to appeal OHS disciplinary decisions. The process to appeal begins at the school with the school's administration, then the district's superintendent office, then the school board. OHS maintains written records of all disciplinary decisions.

Alternative Education

Ontario School District will recommend alternative educational placement for students meeting the following conditions:

- A. Upon occurrence of a second or any subsequent occurrence of severe disciplinary problems within a three-year period
- B. When the district finds a student's attendance pattern to be so erratic that the student is not benefiting from the educational program
- C. When the district is considering expulsion as a disciplinary alternative
- D. When a student is expelled pursuant to subsection (3) of ORS 339.250
- E. When the student or the student's parent notifies the district of intent to withdraw from the program as provided under ORS 339.250 (7).

Whenever one of these conditions exist, the district will notify the student and parent of the availability of alternative programs and suggest which program is most appropriate to the student's learning style and educational needs. If parents fail to accept the recommended alternative placement, they may utilize other alternatives, but not at district expense.

Corporal Punishment

The use of corporal punishment in any form is strictly forbidden by the district (Board Policy JGA). Corporal punishment is defined as the willful infliction of physical pain. Staff members are not authorized to inflict physical pain. Staff members are authorized to use physical force as necessary to prevent a student from harming himself, others, or doing harm to district property. Corporal punishment does not include physical pain or discomfort resulting from, or caused by, such things as training for athletic competition, voluntary recreational activity, or physical exertion shared by all students in a directed physical education class activity. Corporal punishment also does not apply to physical restraint or aversive techniques as part of a behavior management program approved by the parent.

Tobacco, Alcohol, and Other Drugs

OHS and Ontario School District endorses a substance abuse policy that includes prevention, intervention, discipline and aftercare. OHS believes students have the right to attend school in an environment free of tobacco, alcohol and other drugs. Students will not possess, sell or use tobacco, drugs, alcohol, unauthorized medication or drug-related paraphernalia, within or near school property or at OHS, district sponsored or school-related activity.

Students found to be in possession of tobacco will be referred to law enforcement for violation of the state tobacco law and will be suspended for at least one day. Students who violate the policy regarding alcohol and other drugs will be referred to law enforcement for violation of state and federal laws*, and will be suspended from school for up to 10 school days with a recommendation for expulsion.

An immediate consequence for a student in violation will be to complete alcohol/drug assessment by an approved third party evaluator at the expense of the parent or student. A copy of the results is to be submitted to OHS administration within seven days of violation. OHS will readmit student only if determined that suspension period is complete, and the student meets the drug evaluation requirements and recommendations. If the student or parent refuses to agree to the evaluation and/or treatment, a recommendation for expulsion will be submitted for district consideration. (Policies JFCG/JFCI/JFCK/JFCI-AR).

OHS also prohibits the use of vaping devices.

***In accordance with Oregon law, any person under age 18 possessing a tobacco product is subject to a fine up to \$100. Any person who distributes, sells or causes to be sold, tobacco in any form or a tobacco burning device, to a person under 18 years of age is subject to a fine of not less than \$100 and up to \$500. The definition of an unlawful drug is any drug not prescribed by a licensed medical practitioner for the person in possession. Unlawful delivery of a controlled substance to a student or minor within**

1,000 feet of district property is a Class A felony. Punishment is a maximum of 20 years of imprisonment, \$100,000 fine or both.

A complete copy of these policies is available in the main office.

Weapons

Weapons--either real or replica--are dangerous, illegal, and are forbidden within or near school property. Weapons and other dangerous objects (including lighters and laser pointers) will be confiscated by OHS administration. The incident will be reported to the student's parent/guardian and to law enforcement authorities. The most appropriate disciplinary and/or legal action will be assigned, including immediate recommendation for suspension* and expulsion.

Any object may be considered a weapon (within OHS property), and the decision to determine is the sole responsibility of OHS administration. Following is a partial list of prohibited weapons: firearms (including starter guns); knives; metal or plastic knuckles; straight razors; explosives; noxious, irritating or poisonous gases (including mace and pepper spray); poisons; drugs; or any items that can be used to harm, threaten or harass students, staff members, parents, patrons, or others. Students are reminded that weapons stowed inside vehicles parked on school property are also subject to this district policy. (Board policy JFCJ).

***In accordance with Oregon law, any person who intentionally possesses a firearm or other dangerous weapon In or on district property (including parking lots), or recklessly discharges a firearm in school is subject to criminal prosecution, a maximum of five years imprisonment, \$100,000 fine and forfeiture of firearm and/or other dangerous weapons or both. Expulsion from school is required for a period of not less than 1 year for any student who is determined to have brought a weapon to school. The superintendent may modify the expulsion requirement on a case-by-case basis. Any person 13 to 17 years of age convicted of intentionally possessing a firearm in a public building is subject to denial of driving privileges for 90 days.**

Fighting

Fighting and/or the use of physical force by OHS students is unacceptable conduct. Immediate suspension and possible issuance of a citation for disorderly conduct will be issued by law enforcement. Students who encourage fighting—including videotaping, cheering, and observing will also be subject to disciplinary action.

Gangs

OHS has a zero tolerance policy for gangs, gang activity or anything that might be associated or interpreted as being gang related. A “gang” is defined as a group that identifies itself through the use of a name, unique appearance or language, including hand signs, the claiming of geographical territory, or the espousing of a distinctive belief system that frequently results in criminal activity. Students exhibiting gang items or actions that are done in the name of a gang or designated gang

behaviors will be suspended. Gang activity involving violence or threats will result in progressive disciplinary consequences including a recommendation for expulsion. OHS will cooperate and coordinate with all law enforcement authorities to assist in the identification of gang members and gang related activities.

Students within or near OHS, district property or at district activities are not to:

- A. Wear, possess, use, distribute, display or sell any item or symbolism including but not limited to: clothing, jewelry, emblems, badges, bandanas, or tattoos corroborating gang membership or affiliation. Symbols such as tattoos are to be covered by OHS students.
- B. Use inappropriate forms of communication either verbal or non-verbal (gestures, handshakes, whistles, etc.) signifying gang membership or affiliation.
- C. Solicitation of OHS students for gang membership
- D. Partake or commit any illegal act or other violation of district policies.

Gang activity at OHS violates the district's Secret Societies or Organizations policy and will result in disciplinary consequences in accordance with the Student Code of Conduct (Board policy JFCE/JFCEA).

Harassment/Intimidation/Bullying/Cyber Bullying

A top priority at OHS is to ensure that everyone feels welcome and safe. OHS students and staff are expected to treat one another with dignity and respect. Any level of hazing, harassment, initiation, intimidation, bullying, cyberbullying, and/or inherent threatening behavior will not be allowed (Policy JFCF-AR/JFCF). Violation will result in disciplinary consequences in accordance with the Student Code of Conduct including suspension and expulsion.

Profanity

OHS promotes respect for self and respect for others. Students are reminded not to use profanity, obscene language, or obscene gestures while at school, on school grounds, or at school activities (including activities held at other schools in which OHS is participating). The use of profanity toward another student or staff member is not tolerated. Students in violation--even in casual conversation--are subject to corrective and progressive disciplinary consequences including suspension.

Insubordination

OHS student refusals to follow reasonable instruction by teachers, administrators, or other OHS employees are considered insubordination. Students who are insubordinate will be reminded about OHS expectations. Non-compliance will result in a referral to administration for corrective and progressive disciplinary consequences.

Displays of Affection

Public displays of affection between OHS students are not tolerated on school property. Hand holding is the allowable extent of acceptable affection displayed at OHS. Other forms of affection or sexual activity, such as but not limited to: hugging, kissing, groping, and lap-sitting will be subject to disciplinary action. Incidents involving unacceptable affection will be referred to OHS administration for corrective and progressive disciplinary consequences.

OHS Bus Safety

To prepare for emergency, OHS students participate in yearly bus evacuation drills and are required to follow safety procedures when riding on district provided transportation. Students board and exit buses at school, a school sponsored event, and home only. Violation of Ontario School District and State of Oregon policy will result in referrals to OHS administration for corrective and progressive disciplinary consequences.

Students who ride Ontario School District transportation will:

1. Obey the driver at all times
2. Stay seated while the bus is moving
3. Talk quietly and be courteous to others
4. Cross safely in front of the bus
5. Keep hands, arms, head, or objects inside the bus and to oneself
6. Keep the bus clean and the aisles clear.

Sexual Harassment Awareness and Prevention

Sexual harassment by staff and students is strictly prohibited in Ontario School District. This includes district buildings, district premises, and non-district property if a student or employee is at any district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events where students are under the control of the district--or where the employee is engaged in district business. Sexual harassment means unwelcome sexual advances, request of sexual favors, and/or other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of a student's participation in district programs or activities
- Submission to or rejection of such conduct by a student is used as a basis for decisions affecting the student
- Such conduct has the purpose or effect of unreasonably interfering with a student's educational performance or creates an intimidating, offensive or hostile educational environment
- Such conduct has the purpose of demanding sexual favors in exchange for benefits

The superintendent has designated the Director of Personnel as the official responsible for investigations concerning sexual harassment. All complaints shall be investigated. The investigator shall be a neutral party having had no involvement in the complaint presented.

Any sexual harassment complaint shall be presented in writing or provided verbally to the building principal or superintendent. If the complaint is in writing, it should include the specific nature of the harassment and the corresponding dates. Further steps in the process will be explained to the complainant at this time. Copies of the policy may be obtained in the main office, are displayed on the school message board, and on the district Web site (Board policy JBA and JBA-AR).

Sexual Harassment Prevention

What is sexual harassment?

Sexual harassment is mistreating people differently based on gender or sex. If it occurs at school or work, state and federal laws protect individuals. **Sexual harassment** is bullying or coercion of a sexual nature, or the unwelcome or inappropriate promise of rewards in exchange for sexual favors. Sexual harassment may be from a person in authority like your boss at work, a teacher, co-worker, or another student. Both males and females may be victims of sexual harassment.

What is meant by unwelcome?

Sexual harassment is based on the perception of the victim not the perpetrator. The victim may experience hurt feelings, embarrassment, anger, or pressure to do something they do not want to do.

Does this mean I can be accused of sexual harassment even if I didn't intend to sexually harass anyone?

Yes. Intent is not part of the definition. Even though someone thinks it was just harmless teasing, flirting, or being funny, it's how the other person feels about the words or acts.

Since I can't read someone's mind, how do I know if my behavior is welcome or if I'm sexually harassing?

Try asking these questions:

1. Have I been told my actions are unwelcome or inappropriate?
2. Would I say/do the same to someone of the same sex?
3. Would I say/do this if my parent, girlfriend, boyfriend, or teacher were present?
4. Would I want someone to say/do this to my sister or brother?
5. Would I be embarrassed if my actions were on the evening news?
6. Am I doing this because I'm bigger, stronger, or more powerful than the person I'm doing it to?
7. Are my words/actions disrespectful to the other person?

Always remember that "NO" means "NO."

Behavior is considered harassment if it continues after an individual has said “no.” Or if an individual suffers repercussions after he/she has said no.

What are some examples of sexual harassment?

There is no absolute list because whether or not certain behavior is considered sexual harassment depends on whether others find the behavior unwelcome, but some actions that are likely to be viewed as sexual harassment are: dirty jokes, sexual name calling, comments about a person’s physical or sexual development, requests for sex, showing nude pictures, touching, grabbing, pinching, writing sexual things about someone, generalizations about members of one sex, different expectations based on gender, or repeated requests for a date when you’ve been told “no.”

So if the words or acts are welcome, there is no sexual harassment?

Not necessarily. If other people in the same area who see the behavior find it embarrassing, offensive, or unwanted, this can create a hostile environment, which is a form of sexual harassment.

What can I do if I feel like I’m being sexually harassed at school or work?

1. Tell the person that you don’t like their words or acts. Be clear. If you don’t feel comfortable talking about it, write a letter to him/her and keep a copy.
2. Talk it over with your parents, a friend, a teacher, or an administrator.
3. Ask for help. Report it to a teacher, counselor, or principal if it occurs at school or to your employer if it occurs at work.
4. If it doesn’t stop, file a complaint. If the harassment happens at school, you can file a discrimination complaint with your school district (541-889-5374) or the U.S. Department of Education’s Office of Civil Rights. If it’s at work, it can be reported to the Washington Human Rights Commission (1-800-233-3247). School officials and employers have a legal responsibility to put a stop to harassment.

What if I’m sexually harassed somewhere other than at work or school?

The law provides specific protection at school and work. In other places, like a party or at the mall, you will need to rely on your assertiveness and your ability to avoid the person or leave the place. If the acts are severe enough, they may be the basis for criminal charges or a civil lawsuit.

This all sounds pretty complex. . . Are there any simple solutions?

Sexual harassment can be wiped out with three steps:

1. Expect equality and respect.
2. Think about not only what you’re saying or doing, but also what the other person may be hearing and feeling. When in doubt, ask.
3. Treat everyone with common courtesy and respect.

Co-Curricular Participation Agreement

The following is an agreement between Ontario School District and any student who participates in any co-curricular sport, organization, program, or activity. Students are covered under the policy until they sign for the following year. Review of the agreement is important prior to signing.

Participation in Ontario School District's co-curricular programs is a privilege. Co-curricular participants are a select group of youth who represent the district's students. Students in co-curricular programs are ambassadors of Ontario School District; many see their actions and behaviors. Co-curricular participants must therefore understand the expectations for their conduct, as well as the consequences for violation of the standards set forth in this agreement.

All participants are required to turn in all eligibility paperwork to the Athletic/Activities Director's office prior to attending any practices, meetings or contests. Upon doing so the student will be issued a "Tiger Card" to be delivered to coach or advisor notifying them the student is eligible to participate. It is the coach/advisor responsibility to enforce this procedure by not allowing participation until they have the "Tiger Card" in their possession.

Section A: Rules of Student Conduct for Participation in Co-Curricular Activities

The following rules are in addition to all other Ontario School District policies, procedures and rules relating to student conduct. These rules apply to all Ontario School District co-curricular participants.

1. Student will not be present in an alcohol or drug situation. The student will not be present where alcohol or other drugs are being consumed, distributed, or given away. An exception to this rule may be made at the principal level or above if the student is under direct supervision of his/her parent.
2. Student will not be in possession of alcohol, drugs, or drug paraphernalia.
3. Student will not consume or take in alcohol or other drugs. An exception to this rule may be made at the principal level or above if consumption is related to a religious observance.
4. Student will not use or possess any type of tobacco product.
5. Student will not participate in any unlawful or criminal activity including, but not limited to:
 - a. Theft
 - b. Willful destruction of private or public property
 - c. Fighting or physical assault
 - d. Participate in initiation, hazing, or intimidation of another student
 - e. Make threats of violence or commit any type of harassment
 - f. Possess, consume, or distribute alcohol or other drugs.
6. Student will not violate any Ontario School District policy, procedure, or rule relating to student conduct.

Section B: Discipline for Violation of Rules of Student Conduct for Participation in Co-Curricular Activities

Students who are found to be in violation of the rules set out in Section A will be disciplined as follows:

First Offense

Presence at Alcohol and/or Drug Situation

- Student will be placed on probation by his/her advisor/coach in accordance with team or club rules and complete a drug and alcohol education program approved by the principal. The education program will be a minimum of four hours in length.
- Report of the incident will be made to law enforcement.

Possession of Alcohol, Drugs, or Drug Paraphernalia or Consumption of Alcohol or Other Drugs

- Student will be suspended from participation in all co-curricular activities for three weeks (21 days) or three contest days, whichever is **greater**.
- Student will submit to a drug and alcohol assessment and/or treatment at the student's expense (District administrative rule JFCI-AR III.A.1.a - c).
- Student will be suspended from participation in and attendance at all co-curricular events for three weeks (21 days) or three contest days, except for sports practices.
- Student will be referred to law enforcement.

Use or Possession of Any Type of Tobacco Product

- Student will be suspended from participation in all co-curricular activities for two weeks (14 days) or two contest days, whichever is greater.
- Student will be suspended from participation in attendance at all co-curricular events for two weeks (14 days) or two contest days, except for sports practices.
- Student will be referred to law enforcement.

Unlawful or Criminal Activity

- Student's conduct and the nature and seriousness of the offense will be reviewed to determine whether the student should be eligible to continue to participate in co-curricular activities.
- Student will be suspended from participation in all co-curricular activities for three weeks (21 days) or three contest days, whichever is greater.

- Student will pay full restitution for any damaged or stolen property before student is eligible to participate in any future co-curricular activities.
- Student will be suspended from participation or attendance at all co-curricular events for three weeks (21 days) or three contest days, except for sports practices.
- Student will be referred to law enforcement.

Second and Subsequent Offenses

Presence at Drinking Situation or Drug Situation or Possession of Alcohol, Drugs, or Drug Paraphernalia or Consumption of Alcohol or Other Drugs.

- Student will be suspended from participation in all co-curricular activities for six weeks (42 days) or six contest days, whichever is greater.
- Student will submit to a drug and alcohol assessment approved by the principal and will complete the recommended treatment at the student's expense.
- Student will be suspended from participation and attendance at all co-curricular events for six weeks (42 days) or six contest days. If permitted to continue in the activity the student will be allowed to practice an adequate number of days prior to the first eligible contest to meet Oregon School Activities Association practice requirements.
- The incident will be reported to law enforcement.

Use or Possession of Any Type of Tobacco Product

- Student will be suspended from participation in all co-curricular activities for six weeks (42 days) or six contest days, whichever is greater.
- Student will submit to a drug and alcohol assessment approved by the principal and will complete the prescribed treatment at the student's expense.
- Student will be suspended from participation and attendance at all co-curricular events for six weeks (42 days) or six contest days. If permitted to continue in the activity the student will be allowed to practice an adequate number of days prior to the first eligible contest to meet OSAA practice requirements.
- Student will be referred to law enforcement.

Unlawful or Criminal Activity

- Student will be suspended from participation in all co-curricular activities for eight weeks (56 days) or eight contest days, whichever is greater.
- Student will pay full restitution for any damaged or stolen property before student is eligible to participate in any future co-curricular activities.
- Student's conduct and the nature and seriousness of the offense will be reviewed to determine whether the student should be eligible to continue to participate in co-curricular activities. If permitted to continue in the activity the student will be allowed to practice an adequate number of days prior to the first eligible contest to meet OSAA practice requirements.
- Student will be referred to law enforcement.

Combination of Offenses

- Any of the above named offenses are cumulative. Any combination of the above named offenses will be determined to have compounding offenses.
- Students violating any items from Section A will be moved to second-time offenders.
- Student's conduct and the nature and seriousness of the offense will be reviewed to determine whether the student should be eligible to continue to participate in co-curricular activities. If permitted to continue in the activity the student will be allowed to practice an adequate number of days prior to the first eligible contest to meet OSAA practice requirements.

Section C: Attendance Expectations for Co-curricular Participants

Attendance during the school day

Participants in any co-curricular activity, sport, or club shall adhere to the following expectations for attendance during the school day. These expectations are in addition to those required by the Oregon School Activities Association (OSAA) of student athletes.

All co-curricular participants will attend all classes the day of a game, event, or activity and on the day following the game, event, or activity if this is a regular school day.

Students returning home from a game, event, or activity after midnight on a school night will be allotted eight hours to rest from the time of return to the high school. Coaches/advisors are responsible for informing students of the hour they need to be in class. Student participants who return from a competition after midnight will be expected to be in attendance no later than the start of second period. The coach/advisor shall inform staff of absences or tardies due to late arrival from a competition.

Unless there are extenuating circumstances, if one class period is missed during the school day the student will not be allowed to practice or participate in club activities or athletic competitions on the same day. Coaches/advisors are responsible for checking attendance before permitting students to participate.

Attendance at Practices/Meetings

Coaches/advisors realize participants will have an occasion to miss practice/meetings for reasons other than illness. However, if the participant is in attendance during the school day, it is required the participant sees the respective coach/advisor before he/she may be excused from practice or attendance at a meeting or activity.

A minimum of 10 practices are required before a student will participate in an athletic contest. (OSAA Required football only) All other programs, Clubs and activities will establish similar rules for attendance, which will be approved by high school administration. Exceptions to the 10-practice rule

may be made for extended seasons as approved by high school administration.

Section D: Academic Expectations for Co-Curricular Participants

1. All students who participate in OHS sponsored co-curricular athletics, clubs, courts or organizations must abide by OSAA minimum academic requirements to be eligible (passing 5 classes at end of each Semester); and be on track to graduate: Required Prior to Year 2 (credits earned 4.5) Required Prior to Year 3 (credits earned 10.0) Required Prior to Year 4 (17.0 credits earned). In addition to this State requirement, all who participate are required to pass all classes during the school year. Official grade checks will occur six times during the school year. Mid Tri-Semester; End 1st TriMester; Mid Trimester; End 2nd TriMester; Mid Trimester; End 3rd Trimester. Courtesy checks will also be completed throughout the year. Any student not passing all classes at time of official grade checks will not be eligible to participate in contests, or school sponsored events until grades are brought to passing.

Academic Responsibilities When Absent for Competitions or Activities

When a co-curricular participant must be absent from class to attend a competition or activity, the current class assignments must be handed in before departure for the activity/contest unless prior arrangements are made with the teacher. It is the responsibility of the student to make these arrangements. Students are expected to find out what must be prepared for full participation in class on the day of return to class. This includes advance written assignments.

Section E: Participation in More than One Activity

A student may participate in more than one sport or activity during each season, provided each head coach/advisor involved agrees and a workable practice, game, or activity conflict solution is in place prior to the season beginning. The participant will declare a primary and secondary activity in case of contest conflicts. The participant will be required to attend all practices or meetings for each sport or activity, unless excused by the coach/advisor. If applicable, coaches/advisors can provide alternative workout, practice, or meeting schedules on a daily or weekly basis. These expectations should be equal to other team or club members' daily or weekly requirements. This information is to be turned into the Athletic/Activities Director for final approval prior to season beginning.

Section F: Miscellaneous

Transportation

All participants in co-curricular activities are expected to be transported to and from activities or competitions as provided by the school district. Exceptions to this rule may be made if parent or guardian checks out the student after the contest. No team member is allowed to be transported by another student's parent, unless a written request for permission is made to the Athletic/Activities Director and is also granted by the parent of the student who wishes to be transported. The liability

for transporting the student is assumed by the transporting parent. All arrangements for transporting students by someone other than their own parents must be made in advance with the Athletic/Activities Director. Under no circumstances may one student participant transport another student participant – not even with parental permission. When transported by the District, students are separated by gender. Boys in front and girls in back then reversed for the return trip.

Bus Supervision & Hotel Guidelines for OHS Co-Curricular Trips:

These are the expectations for all OHS Co-Curricular trips:

- 1.) All students will follow bus rules:
- 2.) NO walking around while bus is moving (stay in your seat)
- 3.) NO putting coolers or anything else that can block the aisle at any time
- 4.) NO profanity
- 5.) NO student will sit in far back two seats of bus on either side. These will be reserved for at least one coaches/advisors to sit and or baggage; coolers; etc.
- 6.) Separate girls from boys if coed trip, girls in back, boys in front and reverse if desired on return trip. A coach/advisor will sit between boys and girls when at all possible.
- 7.) If more than one coach/ advisor on trip, please have one coach/advisor in back; one in middle and one in front. If less than three have one in back and one in middle of bus.
- 8.) The bus driver will inform coach one time if they feel student/athletes need to improve their behavior in any way. The coach is to address this immediately, while bus is pulled over.
- 9.) If behavior continues the bus will return to Ontario if on way to trip. If mis-behavior occurs while on way home it will be determined if violators or entire team will lose privilege of participating in next away contest.
- 10.) Mini bus trips will require students to follow same guidelines, and supervision should be done from back of mini unless you are the driver.

HOTEL RULES FOR OHS HOTEL TRIPS

1. AT NO TIME WILL YOU BE IN ANY OTHER HOTEL ROOM OTHER THAN ONE ASSIGNED TO YOU. IF YOU WANT TO GET TOGETHER WITH MORE THAN YOUR ROOM MATES MUST HAVE COACH/ADVISOR PRESENT IN ROOM.
2. YOU MUST HAVE DOOR UNLOCKED AND PROPPED OPEN WHILE IN ROOM DURING HOURS BEFORE BED CHECK. COACH/ADVISOR WILL EXPLAIN. BUDDY SYSTEM SHOULD BE IN PLACE AT ALL TIMES, NO ONE LEFT IN ROOM OR LEAVE HOTEL ALONE.
3. IF STUDENTS ARE GOING TO BE IN ROOMS LONGER THAN TWO HOURS A COACH WILL CHECK EACH HOUR TO MAKE SURE DOORS ARE UNLOCKED AND PROPPED OPEN AND STUDENTS ARE IN CORRECT ROOMS.
4. AT NO TIME WILL YOU BE IN HOTEL WITHOUT COACH PRESENT DURING THE ENTIRE STAY.
5. YOU WILL NOT BE ALLOWED TO LEAVE ROOM AFTER FINAL BED CHECK WITHOUT ADVISOR/COACH PERMISSION.

6. IF YOU FAIL TO OBEY THESE RULES YOU WILL NOT BE ALLOWED TO PARTICIPATE AT THE CONTEST AND YOU WILL LOSE PRIVILEGE TO TRAVEL TO ANY CO-CURRICULAR ACTIVITY UNTIL FURTHER NOTICE UPON DETERMINATION BY ADMINISTRATION.

By signing the OHS Co-Curricular agreement the student and parent or guardian acknowledge that they have read, understand and agree that the student shall comply and abide by the terms and conditions of this policy at all times throughout the remainder of the student's high school attendance.

Dress Code Expectations for OHS Co-curricular participants:

School dress code applies to all activities before or after school hours where all or part of the expectation of your attendance is that you are representing OHS. For example, all club, award, banquet and performance activities, and all public forums where you represent the school, such as school board and community organization presentations.

Anti Hazing Agreement for all OHS Co-curricular participants: High School Student Athlete Anti-Hazing Agreement Statement

Ontario School District 8 is proud of its athletes and is dedicated to ensuring the safety of all students while participating in school sponsored athletic programs. These guidelines have been established for athlete and parent or guardian approval before any student can represent Ontario School District in athletics:

1. Participation in District sponsored extracurricular programs is a privilege, not a right, and is contingent upon the student's academic standing, attendance, and ability to abide by the behavior standards set forth in this policy.
2. Participants and a parent or legal guardian shall acknowledge their receipt and understanding of this agreement by reading, signing, and returning a completed copy to the school administration. The signed agreement will remain in effect for all subsequent years that the student participates in a District sponsored athletic program.
3. This agreement is not inclusive of all policies athletes must abide by in order to participate in sports. This policy focuses on behavior standards and anti-hazing, and compliance does not guarantee ability to participate in athletic events. If you have any further questions, contact the coach or athletic director.
4. Failure to adhere to this policy may result in disciplinary consequences up to and including expulsion, and in some instances criminal charges.
5. Athletes must refrain from any hazing, harassment, intimidation, cyberbullying and menacing at all time, in accordance with District Policy GBNA-AR.
 - a. "Hazing" includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student/staff member for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored work activity, work group or work assignment, grade level attainment, (i.e., personal servitude, sexual stimulation/sexual assault, forced consumption of any drink, alcoholic

beverage, drug or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student/staff); requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article; assignment of pranks to be performed or other such activities intended to degrade or humiliate regardless of the person's willingness to participate.

b. "Harassment" includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature on the basis of age, race, religion, color, national origin, disability or sexual orientation.

c. "Intimidation" includes, but is not limited to, any threat or act intended to tamper, substantially damage or interfere with another's property, cause substantial inconvenience, subject another to offensive physical contact or inflict serious physical injury on the basis of race, color, religion, national origin, or sexual orientation.

d. "Cyberbullying" means the use of any electronic communication device to convey a message in any form (text, image, audio or video) that intimidates, harasses or is otherwise intended to harm, insult or humiliate another in a deliberate, repeated or hostile and unwanted manner under a person's true or false identity.

e. "Menacing" includes, but is not limited to, any act intended to place a district employee, student or third party in fear of imminent serious physical injury.

6. Athletes have a duty to not only refrain from hazing, harassment, intimidation, cyberbullying and menacing themselves, but also to report any suspicions or known violations of other athletes violating this policy. Reports of violations can be made to any District personnel. The initiation of a complaint in good faith about behavior that may violate this policy shall not adversely affect the student or result in retaliation in any way.

7. If an athlete is found or suspected to be in violation of this policy, the District will promptly investigate and notify the parent of the nature of the complaint involving their student. Discipline and due process procedures will be governed by District policies.

BY SIGNING THE CO-CURRICULAR AGREEMENT, THE STUDENT ATHLETE AND PARENT OR GUARDIAN ACKNOWLEDGE THAT THEY HAVE READ, UNDERSTAND, AND AGREE THAT THE STUDENT ATHLETE SHALL COMPLY AND ABIDE BY THE TERMS AND CONDITIONS OF THIS POLICY IMMEDIATELY FOLLOWING THE EXECUTION, AT ALL TIMES, THROUGHOUT THE REMAINDER OF THE STUDENT ATHLETE'S HIGH SCHOOL ATTENDANCE.

Equipment/Club Resources

Each participant will be responsible for all equipment checked out to him/her and for its return at the end of the season. Equipment or uniforms lost by a player will be paid for by the individual at the replacement value of the lost item, before participation in another sport or activity is allowed. This includes turning in fundraising materials, club journals, reports, or any other material or resources which belong to the club or team.

Section G: Special Rules for Athletes

Physical Examinations

Physical examinations shall be required for all athletes prior to participating in a sport. Examinations will be required during the student's freshman and junior years and for students new to Ontario High School's athletics. A consent form must be signed by the parent of the participant and are available through the team coach/ advisor, or the Athletic Director. These records will be filed with the Athletic Director.

Athletic Insurance/Release Form

No student may participate in athletic programs without proof of insurance coverage. If a student's parents have medical insurance, they are advised to check the policy or call the insurance company to see if the policy has any restrictions related to the student's participation in school athletics. For students whose families do not have medical insurance, insurance is available at parental cost. Student insurance application forms are available at the school office. A parent must sign the Assumption of Risk and Release Form for Athletic Participation (available through the team coach/advisor, or the Athletic Director) and provide proof of insurance before the student will be allowed to participate in any athletic practice or competition.

Oregon School Activities Association Regulations

High school students participating in sports or activities regulated by the OSAA must meet all eligibility requirements set forth by the OSAA. Following are the OSAA requirements for attendance and academic standards.

Attendance and Semester Grades: An eligible student must be enrolled full time as defined in this rule. For purposes of this rule, a full-time student is one who is enrolled in school, attending regularly, and passing subjects equivalent to at least five semester units of work, and who, during the immediate preceding semester was enrolled in school, attended regularly, and passed subjects equivalent to at least five semester units of work. Two semester units equals one credit of work, and one-half credit is granted each semester.

8-1: In addition to the specific credit requirement identified in Rule 8-1, to be scholastically eligible, a student must be making satisfactory progress towards the school's graduation requirements as determined by local school administration.

Section H: Definitions and Clarifications for Sections A and B of the Agreement

Drug

As used in this agreement, “drug” means alcohol, narcotics, inhalants, and any other chemical or substance which if used or misused has an intoxicating or mind-altering effect. An unlawful or illegal drug includes any drug not prescribed by a licensed medical practitioner for the person in possession.

Suspension

As used in this agreement, “suspension” means the student may not participate in or attend any co-curricular activities, nor may the student attend any district-sponsored activity or function held outside of the regular school day at or away from any district facility, except for those activities or functions which are required for a curricular class.

Suspensions which are not invoked or not served during one OSAA sport season will be carried forward to the OSAA athletic season in which the student participates. Students may not defer suspension from an OSAA athletic season to a non-sport activity for the purpose of avoiding suspension during the next OSAA sport season.

Days

As used in this agreement, “days” means days when school is in session or days when a contest, competition or activity takes place during a scheduled vacation, break, or weekend.

Season

As used in this agreement, “season” is defined as the regularly scheduled events, activities, or contests, including state play-offs. In the case of class-related activities, a season will be an academic trimester.

Co-Curricular

As used in this agreement, “co-curricular” means any school-sponsored team, club, or activity which has criteria for participation, which identifies membership and conducts activities, contests, competitions, or events, which are outside of or in addition to regular curricular offerings.

Students who fail to comply with treatment recommendations of an approved drug and alcohol assessment will be ineligible to participate in any co-curricular activities until the student provides the principal with a signed statement from the treatment provider which states the student is in compliance with treatment recommendations or that recommended treatment has been completed.

Students who commit three violations of any combination of the rules listed in Section A of this agreement while attending OHS will be reviewed by a panel as described in Section I of this agreement to determine the student’s eligibility to participate in future co-curricular activities.

Consequences for violations during spring sports will be issued during the next school year.

Section I: Due Process

Rules governing the conduct of students participating in co-curricular activities will be made available in writing as part of the registration process. The rules will be reviewed with students by the coach/advisor at the beginning of each sport season or activity in which the student participates. Each student and his/her parent will sign an Ontario School District Co-Curricular Participant Agreement form before the student will be allowed to participate in any co-curricular activity. The agreement will be in effect the entire school year the student is enrolled at OHS and will govern the conduct of the co-curricular participant.

Consequences for violations during spring sports will be issued during the next school year.

The student's coach/advisor or other school official will investigate alleged violations of conduct rules. If the investigating coach/advisor or school official finds the facts more likely than not support a violation of the rule set forth in Section A of this agreement, the coach/advisor or school official must administer discipline as set forth in Section B of this agreement. Before making a decision, the person investigating the alleged violation will notify the student of the alleged rule violation and the evidence being relied upon to make a determination. Before a decision is made, the student will have a right to be heard. If a violation is determined to have occurred, the student and parent will be informed in writing of the violation and the discipline. The district may proceed with disciplinary action when criminal charges are pending. Violation of school policy or rules is separate from a criminal violation.

The student may request appeal or review of the alleged violation and/or discipline issued in writing within five days of the administration of discipline. Appeals will be heard within five days of receipt of the written appeal. The principal will be the sole decision maker. The principal may exercise his/her discretion in modifying the discipline issued by the coach/advisor or school official. The principal's decision may be appealed to the superintendent. The superintendent may exercise his/her discretion in modifying the discipline issued by the coach/advisor or school official. The superintendent's decision may be appealed to the Ontario School District Board of Directors. At their next regular session or special meeting the board will review the superintendent's decision and will affirm, modify or reverse the decision. Students who wish to appeal the superintendent's decision will have the opportunity to be heard at the time the board reviews the decision. All review and appeal hearings will be held in closed session.

Co-Curricular Drug Testing

Students participating in co-curricular activities represent the community, the school, and their peers. When co-curricular participants use illegal substances, such use infringes upon general motivation, cohesiveness, and performance. As a result, the well being of the individual and the general school community is diminished by a participant's use of illegal substances.

Ontario School District is conducting a mandatory drug-testing program for co-curricular participants. The purpose of the drug testing program is threefold:

- To provide for the health and safety of all co-curricular participants
- To undermine the effects of peer pressure by providing a legitimate reason for participants to refuse to use illegal drugs
- To encourage participants who are found to be using drugs to participate in drug treatment programs. This drug-testing program shall be instituted and conducted according to the procedures set forth in this policy.

Definitions

Drug

As used in this agreement, “drug” means any substance considered illegal by Oregon Statute or which is controlled by the Food and Drug Administration. Alcohol is included.

Co-Curricular Participant

As used in this agreement, “co-curricular participant” means any student participating in co-curricular programs sponsored by Ontario School District at OHS.

Season

As used in this agreement, “season” means fall, winter, and spring athletic and cheerleader seasons begin on the first day of practice and end the day prior to the next season as determined by the Oregon School Activities Association. For other co-curricular activities a season will be an academic trimester.

Positive Test

As used in this agreement, “positive test” means the presence of any level of illegal drugs other than prescription medications (see “Procedures”).

Procedures

Rules related to this policy will be made available in writing as part of the registration process. The rules will be reviewed with students by the coach/advisor at the beginning of each sport season/activity in which the student participates. An Authorization to Test for Drugs Agreement will be signed by each student and his/her parent before the student will be allowed to participate in any co-curricular activity. The policy will be in effect the entire school year the student is enrolled at OHS and will govern the conduct of the co-curricular participant.

Consequences for violations during the spring will continue into the next year.

Consent

Each student involved in any co-curricular programs will be required to provide a signed consent form prior to joining the program. Both student and parent signatures are required.

Non-Punitive Nature of Policy

Students will not be penalized academically for testing positive for illegal drugs under this policy. Nor will co-curricular drug tests be documented in any student's academic records. The information gathered under this policy will only be disclosed to criminal or juvenile authorities in order to comply with lawful court orders or subpoenas. In the event of such legal compulsion, the district will notify parents at least 72 hours prior to releasing information.

Testing Rules

- All co-curricular participants may be tested at the beginning of any season at the discretion of the superintendent. Students joining a program after the season starts will be tested at their expense if the rest of the co-curricular participants were tested earlier.
- Additionally, random testing will be conducted throughout the school year at the superintendent's discretion.

A minimum of 5% and a maximum of 25% of co-curricular participants will be tested at each test period as determined by the superintendent.

Once the Authorization to Test for Drugs Agreement is signed the student is eligible for random testing whether or not he/she is at that time participating in a co-curricular activity.

Procedures for Testing

Selection for testing will be by random procedures from a pool of all students who have signed the Authorization to Test for Drugs Agreement. The superintendent will take due precautions to ensure the integrity and confidentiality of the selection process. No individual involved in the selection process will be able to identify students or to determine the selection of a particular student for testing.

The high school principal will be notified on the day students are selected for testing and will arrange for samples to be taken the same day. If a student is absent on a testing day an alternate will be tested. The absent student will become a part of the group the next time a random test is done. Any student unable to provide the sample will be expected to remain at the collection area until a specimen is obtained. Those selected for testing will be given the option of doing so in private.

Students who refuse a sample will be considered to have tested positive and will be subject to the procedure as others who test positive (see “Positive Results”).

Prescription Medications

Students on prescription medications may provide a copy of the prescription or a physician’s written verification to school personnel within 24 hours of the time a sample is collected. Any information provided in this manner will be sealed in an envelope and forwarded to the testing lab with the sample and instructions to consider the medication in processing the sample. Prescriptions or doctor’s verifications will not be reviewed by the school. Students who do not provide verification and test positive will be subject to the measures as others who test positive (see “Positive Results”).

Scope of Tests and Confidentiality of Results

All specimens that screen positive will be sent to a certified laboratory for confirmation testing. Chain of custody procedures, as recommended by the laboratory, will be followed.

Initial screening tests will test for common illegal drugs of abuse. The superintendent shall decide prior to selection of students which illegal drugs shall be screened. Samples will not be screened for the presence of any substance other than an illegal drug or for the existence of any physical condition other than drug intoxication.

Test results will be communicated only to the superintendent or the superintendent’s designee. Individual test information will be treated confidentially.

Positive Results

Whenever a participant’s results indicate the presence of drugs (positive test), the following steps will be taken:

- Any student that tests positive in the initial test will be required to provide an additional specimen for confirmation testing.
- If the confirmation specimen tests negative, the student and parent will be notified and no further action will be taken.
- If the confirmation specimen tests positive, notification will be made and a meeting will be scheduled with the student, the parent, and the building principal.

Discipline

Due process procedures will be followed for all discipline arising from violation of the district’s policy.

First Positive Result

- Athletes and cheerleaders will be suspended from participation in all athletic activities for three weeks (21 days) or three contest days, whichever is greater. The suspension shall carry over to the next season in which the student participates if the schedule ends before the suspension is completed. Students will be suspended from participation in all co-curricular activities for three weeks. A week with less than three school days will not be counted in satisfying the suspension.
- Student will submit to a drug and alcohol assessment and/or treatment at the student's expense (District administrative rule JFCI-AR (III.A.1.a-c)).
- Student will be suspended from participation in and attendance at all co-curricular activities during the suspension period described above, except for practices.
- Student will be drug tested any time there is a random test for the next nine weeks. With approval of the superintendent the principal may waive additional penalties for positive tests during the testing prescribed in this subsection.

Second Positive Result

- Athletes and cheerleaders will be suspended from participation in all athletic activities for six weeks (42 days) or six contest days, whichever is greater. The suspension shall carry over to the next season in which the student participates if the schedule ends before the suspension is completed. Students will be suspended from participation in all co-curricular activities for six weeks. A week with less than three school days will not be counted in satisfying the suspension.
- Student will submit to a drug and alcohol assessment approved by the principal and must complete the recommended treatment at the student's expense.
- Student will be suspended from participation and attendance at all co-curricular activities during the suspension period referred to above. If permitted to continue in the activity the student will be allowed to practice an adequate number of days prior to the first eligible contest to meet OSAA practice requirements.
- Student will be drug tested any time there is a random test for the remainder of the school year. With approval of the superintendent the principal may waive additional penalties for positive tests during the first six weeks of testing prescribed in this subsection.

Third Positive Result

- For the third positive result in any two consecutive calendar years, the student will be suspended from co-curricular activities for the remainder of the student's high school career. Any student suspended under this section can only be reinstated by action of the school board.

Relationship to Student Discipline Policy, Substance Abuse Policy, and Student Activities and Athletics Policy

Co-curricular participants should be advised that each of the above policies might also affect their eligibility. Normal disciplinary measures are still applicable for violations which do not arise from these testing procedures.

Authorization to Test for Drugs

I understand that my performance in co-curricular activities and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules, and regulations set forth by Ontario High School and the Ontario School District Board of Directors.

I also authorize Ontario School District to conduct a test on a urine specimen, which I provide, to test for drug and/or alcohol use. I also authorize the release of information concerning the results of such test to Ontario School District and to the parent of the student. I understand that once this authorization is signed, I am eligible for drug testing for the remainder of the school year whether or not I am at that time participating in a co-curricular activity.

This shall be deemed consent pursuant to the Family Education Right to Privacy Act for the release of the above information to the parties named above. In the event my student is selected for testing and is taking prescription medication, I give my consent for any medical provider to release information regarding any prescription drugs to the testing laboratory and Ontario School District for the purpose of complying with this policy.

I have received a copy of this release. I have read and understand the district's policy and related procedures for drug testing and consent to such testing.

Student Signature

Date

Parent Signature

Date

Please note, both the drug test and co-curricular agreements must be signed to be eligible to participate in any co-curricular activity.

Participation Agreement Form

I _____ (student) understand and consent to the responsibilities and discipline set forth in the Ontario School District Co-Curricular Participant Agreement during the entire school year for which the agreement is signed. I understand if I violate the Ontario School District Co-Curricular Participant Agreement I will be subject to discipline set forth in Section B of this agreement in addition to discipline under other Ontario School District policy.

Student Signature

Date

I _____ (parent) understand and agree that my student will be held accountable for the expectations and discipline as set forth in the Ontario School District Co-Curricular Participant Agreement during the entire year for which the agreement is signed. I understand if my student violates the Ontario School Participant Agreement he/she will be subject to discipline set forth in Section B of this agreement in addition to discipline under other Ontario School District policy.

Parent Signature

Date

I _____ (coach/advisor) attest that I have provided the above-named student with a copy of the Ontario School District Co-Curricular Participant Agreement and have reviewed the expectations for student conduct and discipline with the student.

Coach/Advisor Signature

Date

Please note, both the drug test and co-curricular agreements must be signed to be eligible to participate in any co-curricular activity.