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Mr. John Bollinger
Principal

Mr. Cody Cramer
Assistant Principal
Athletic Director

Mrs. Wendy Rowland
Secretary

Ms. Julie Nye
Secretary

Mr. Jim Dryfuse
Guidance Counselor

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BELLEVUE CITY SCHOOLS 2020-2021 SCHOOL YEAR CALENDAR

July-20							August-20							September-20							October-20							November-20							December-20													
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
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5	6	7	8	9	10	11	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31												
12	13	14	15	16	17	18	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																			
19	20	21	22	23	24	25	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																										
26	27	28	29	30	31	1	23	24	25	26	27	28	29	30	31																																	
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2020-2021 MIDDLE SCHOOL BELL SCHEDULE**NORMAL**

Morning Bell	7:35
Period 1	7:45 – 8:28
Period 2	8:31 – 9:14
Period 3	9:17 – 10:00
Period 4	10:03 – 10:46
Period 5A	10:49 – 11:17
Period 5B	11:20 – 11:48
Period 5C	11:51 – 12:19
Period 6	12:21 – 1:03
Period 7	1:06 – 1:48
Period 8	1:51 – 2:33 (Bus dismissal) 2:38 (Walk-Ride Dismissal)
Detention	2:45 – 3:30 T-W-Th

ACTIVITY (MORNING)

Morning Bell	7:35
Homeroom	7:45 – 8:24
Period 1	8:27 – 9:04
Period 2	9:07 – 9:44
Period 3	9:47 – 10:24
Period 4	10:27 – 11:04
Period 5A	11:07 – 11:35
Period 5B	11:38 – 12:06
Period 5C	12:09 – 12:37
Period 6	12:39 – 1:15
Period 7	1:18 – 1:54
Period 8	1:57 – 2:33 (Bus dismissal) 2:38 (Walk-Ride Dismissal)
Detention	2:45 – 3:30 T-W-Th

ACTIVITY (AFTERNOON)

Morning Bell	7:35
Period 1	7:45 – 8:24
Period 2	8:27 – 9:04
Period 3	9:07 – 9:44
Period 4	9:47 – 10:24
Period 6	10:27 – 11:04
Period 5A	11:07 – 11:35
Period 5B	11:38 – 12:06
Period 5C	12:09 – 12:37
Period 7	12:39 – 1:15
Period 8	1:18 – 1:54
Homeroom	1:57 – 2:33 (Bus dismissal) 2:38 (Walk-Ride Dismissal)
Detention	2:45-3:30 T-W-Th

DELAYED OPENING (2HRS)

Morning Bell	9:35
Period 1	9:45 – 10:10
Period 2	10:13 – 10:39
Period 3	10:42 – 11:08
Period 4	11:11 – 11:37
Period 5A	11:40 – 12:08
Period 5B	12:11 – 12:39
Period 5C	12:42 – 1:10
Period 6	1:12 – 1:37
Period 7	1:40 – 2:05
Period 8	2:08 – 2:33 (Bus Dismissal) 2:38 (Walk-Ride Dismissal)
Detention	2:45-3:30 T-W-Th

Advisory AM

Morning Bell	7:35
Period 1	7:45 – 7:48
Advisory	7:48 - 8:08
Period 1	8:11 - 8:48
Period 2	8:51 – 9:28
Period 3	9:31 – 10:08
Period 4	10:11 – 10:46
Period 5A	10:49 – 11:17
Period 5B	11:20 – 11:48
Period 5C	11:51 – 12:19
Period 6	12:21 – 1:03
Period 7	1:06 – 1:48
Period 8	1:51 – 2:33 (Bus dismissal) 2:38 (Walk-Ride Dismissal)
Detention	2:45 – 3:30 T-W-Th

Advisory PM

Morning Bell	7:35
Period 1	7:45 – 8:28
Period 2	8:31 – 9:14
Period 3	9:17 – 10:00
Period 4	10:03 – 10:46
Period 5A	10:49 – 11:17
Period 5B	11:20 – 11:48
Period 5C	11:51 – 12:19
Period 6	12:21 – 12:55
Period 7	12:58 – 1:32
Period 8	1:35 – 2:10
Advisory	2:13 – 2:33 (Bus Dismissal) 2:38 (Walk-Ride Dismissal)
Detention	2:45 – 3:30 T-W-Th

MESSAGE TO ALL STUDENTS

Welcome to BELLEVUE MIDDLE SCHOOL. We hope that your time spent with us will be educationally profitable for you. The middle school houses grades 6-8 with a single grade level team at each level. The work load, social adjustments, and organization responsibilities for students are greater here than at the elementary level. You are expected to attend school regularly, complete all assignments, behave appropriately, and treat all individuals with respect. We expect every student to take advantage of the many extracurricular activities and clubs throughout the school year. The staff at Bellevue Middle School is confident your year will be exciting and filled with many new experiences. Good luck this year at Bellevue Middle School. We hope it will be your most successful year ever.

Cordially,
John Bollinger, Principal

MISSION STATEMENT

We are committed to a high quality education for all students by providing a rigorous and relevant curriculum, positive relationships with our stakeholders and accountability. Every student will develop the skills and knowledge to succeed in an evolving global society.

NON-DISCRIMINATION STATEMENT

All programs and activities in Bellevue City Schools are available without regard to race, color, national origin, sex or disability. If you have a concern or complaint, please contact the Bellevue City Schools Superintendent at 484-5000.

BELLEVUE CITY BOARD OF EDUCATION STATEMENT OF PHILOSOPHY

We believe it is essential to accept the dignity and worth of each individual. Therefore, schools must provide the opportunity for youth to develop their potential, both mentally and physically, and prepare students to become productive members of our society.

Students should be motivated to pursue a well-balanced education. Through successes and failures, they can learn to accept responsibility as they participate in programs made available through Bellevue City Schools. However, responsibilities and challenges cannot be restricted to the school setting. Each student, regardless of abilities, race, color, sex, national origin, or creed should seek and find guidance and encouragement from their home and other institutions for the further development of their intellectual, moral and spiritual values.

Open lines of communication between school and community are encouraged. Citizens can develop a greater interest in their schools through participation and sharing ideas/concerns. As this involvement occurs, individuals will more readily accept their responsibility for the moral and financial support of schools. Of equal importance is the Board of Education's responsibility for hiring a qualified staff, capable of anticipating and meeting the ever-changing needs of a modern society.

In conclusion, we believe education to be the cornerstone of democracy, and the strength of our country is dependent on the product of our schools. We also recognize the family and community contribution to attitudes and values developed by our youth. It is, therefore, essential that family, school, and community maintain high values and positive attitudes while joining together to provide our students the opportunity for developing their maximum potential.

POLICE INVOLVEMENT – QUESTIONING STUDENTS

The Bellevue City School District shall cooperate with law enforcement agencies in the conduct of their investigation, providing that due consideration is given to protecting the rights of students and parents/guardians.

STUDENT CONDUCT CODE

There exists, on the part of the students in Bellevue City Schools, the obligation of obedience to lawful commands, subordination, civil deportment, and respect for the rights of other students and employees of the district. This code is to ensure that an individual will not disrupt or deprive others of being educated. The items of this code are inclusive for all students when under the authority of school personnel during a school activity, function, or even whether on property owned, rented, or maintained by the Bellevue City Board of Education or property owned, rented, or maintained by another party. This code is also in effect while walking or being transported to or from school by bus or automobile. All members of the school community should treat each other with respect at all times in all places. This code will also be inclusive for the right to exercise authority and for the personal and property protection of administrators, teachers, librarians, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, or other authorized school personnel.

A violation of any of the following rules may result in disciplinary action, including detention, Saturday school, emergency removal, in-school restriction, out of school suspension, alternative school, expulsion, or removal from class, extra-curricular activities, or the premises. A student will be held in violation of this code when evidence proves participation in the following examples of gross misconduct.

1. Assault of a Student or Fighting

A student shall not knowingly cause physical harm to another student, or behave in such a way that could cause serious physical harm to another student: (ORC 2903.13). Students are responsible to resolve personal conflicts in a mature manner. This can be accomplished through discussion with your assigned counselor or administrator or through peer mediation. Fighting includes engaging in physical (i.e. pushing, shoving, slapping, kicking, punching etc.) or verbally abusive or provocative activities (to incite, to anger, to stir up) or conduct towards another person, which lead to harm to any other person or bystander.

2. Disrespect and/or Defiance of School Personnel Authority or Another Student or Insubordination

All school personnel will be addressed in a proper manner. Mr., Mrs., Ms., or Miss is proper form of address. Students talking back, arguing, or making any disrespectful comments directed at or about staff members and/or students will not be tolerated. A student will be insubordinate by disregarding or refusing to obey reasonable requests or directions given by school personnel.

3. Assault/Threatening a Student/Staff Member

A student shall not knowingly by word or action cause or attempt to cause physical harm to another student or staff member. Violation of this rule may result in suspension and recommendation for expulsion. Students will be expected to respect all students/staff members and administrators who attend/work at Bellevue City Schools. Students found harassing; bullying, abusing, and vandalizing students/staff personnel or property will be disciplined. Police may be contacted.

4. Bullying

Bellevue City Schools prohibits bullying at school or any school sponsored event or trip. Bullying is defined as unwanted, intentional, repeated hurtful acts, words, or other behaviors towards a specific person/people and includes an imbalance of power.

5. Disruptive Behavior

Students are expected to demonstrate positive behaviors that are conducive to a good learning environment throughout the school day. Students will not act or urge other students or persons to act in such a way as to cause disruption or obstruction of any lawful mission, process, or function of the education process, including and not limited to curricular and extra curricular activities.

6. Electronic Devices

Electronic devices may be brought to school but must be turned off during the school day (7:35 a.m. to 2:38 p.m.) and during detention. Any electronic device including but not limited to cell phones, CD/DVD players, handhelds, iPods, mp3 players, laser pointers, or pagers that are visible, causing disruption, or being used during the school day may be confiscated and ONLY returned to the parent/guardian. In addition, the student may receive 2 days of detention. These items need to be kept locked in the student's locker.

Electronic devices can be used during the school day during times that are clearly communicated by school staff. During this time electronic devices must be used for educational purposes only. Any electronic device being used inappropriately may be subject to consequences outlined in the student code of conduct.

1. Possession of a cellular telephone or other ECD by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege. Violations of this policy may result in disciplinary action and / or confiscation of the cellular telephone or ECD. If the cellular telephone or ECD is confiscated, it will be released / returned to the student's parent / guardian after the student complies with any other disciplinary consequence that is imposed. The building principal may also refer the matter to law enforcement if the violation involves an illegal activity (e.g., child pornography). The student who possesses a cellular telephone or ECD is responsible for its care. The Board is not responsible for preventing theft, loss, damage, or vandalism to cellular telephones or ECDs brought onto its property. Parents / guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

7. Tobacco, Narcotics, Alcoholic Beverages, Drugs and Counterfeit Controlled Substances

A student will not possess, use, transmit, conceal or be under the influence of any alcoholic beverage, dangerous drug, narcotic, mind-altering substance, or "look-alike" drugs. Likewise, no student will possess, use, transmit or conceal any tobacco product, including any nicotine based products and/or any form of e-cigarettes, on school property or within sight of the school.

8. Failure to Accept Assigned Discipline

Detentions are assigned to students as a measure to correct inappropriate behavior. Students failing to serve detentions on specifically assigned dates shall be held responsible and this infraction could lead to possible suspension for Middle or High School students.

9. Show of Affection or Sexual Misconduct

Students will not engage in public displays of affection. Students will not engage in any sexual contact or conduct while on school premises or attending any school event or function (including buses).

10. Sexual Harassment

Sexual harassment is any activity of a sexual nature which is unwarranted or unwelcome, including but not limited to unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, and pressure to engage in sexual activity, repeated propositions or unwanted bodily contact.

Any student who believes that he/she has experienced any form of sexual harassment should report this conduct immediately to his/her building principal or assistant principal who will conduct an investigation and, if required, take appropriate remedial action.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.

11. Leaving the School Building Without Permission

A student will not leave the school building before the hour of dismissal except where school policy otherwise provides or without first obtaining the consent of the appropriate school administrator.

12. Use of Profane, Vulgar, or Abusive Language or Gestures

A student will not use profane, vulgar, abusive language or gestures.

13. Hazing

Bellevue City Schools prohibits hazing at school or any school sponsored event or trip. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. (ORC 2093.31)

14. Frightening, Degrading, and Disgraceful Acts

A student or group of students will not engage in nor encourage any other student to engage in behavior that injures, disgraces or degrades any person. Prohibited behavior includes, but is not limited to, slurs, epithets, profanities, threats, jokes or other verbal or physical conduct based on a person's race, national origin, religion, disability, gender, sexual orientation, or age.

15. Forgery

A student will not be engaged in the act of falsely using, in writing, the name of another person, or falsifying times, dates, grades, addresses, or other date on school forms, or correspondence directed to the school.

16. Gambling

A student will not be involved in the act of illegal gambling for money or valuables.

17. Shakedown and/or Strong Arm

A student will not be involved in the act of extortion or borrowing or attempting to borrow any money or thing of value from a person in the school, upon a Board of Education owned vehicle, or in attendance at a Board of Education sponsored and supervised activity, unless both parties enter into the agreement freely and without the presence of either an implied or expressed threat.

18. Academic Dishonesty

Under no circumstance will one student obtain and/or use the work of another student, or misuse copyrighted materials on an assignment. It is equally dishonest for a student to provide information or work to another student who knowingly takes credit for such work or information.

19. Dishonesty

A student will not misrepresent the truth either orally or in writing. Students will be expected to cooperate and to be honest concerning violation of the Code of Conduct that takes place at Bellevue City Schools. Students shall not give or assist in giving false or fictitious accounts to any police official, fire official, school official or other person acting in an official and lawful capacity.

20. Unauthorized Sale or Distribution

A student will not be involved with the act of selling or attempting to sell or distribute any object or substance which has not been authorized for sale or distribution by the building principal to any person on property owned by the Board of Education.

21. Inciting Others To Violence or Disruption

A student will not with words, acts, or deeds directly incite others to commit violence or disrupt the atmosphere of order and discipline necessary for the effective learning.

22. Repeated Use of Inappropriate Dress

A student will not repeatedly dress or appear in a fashion deemed inappropriate because it interferes with either the student's health and welfare or that of other students, or causes disruption or directly interferes with the educational process.

23. Truancy

A student will not be truant from school for part or all of a day. This includes unexcused absences from a study hall, class, or any other properly assigned activity and excessive tardiness.

24. Trespassing on School Property

Students will only be permitted on school property to attend classes or other school activities. Students under suspension will only be permitted on school property with prior approval of school authorities. Any students found on school property without authorization, shall be considered trespassers and subject to prosecution.

25. Potentially Dangerous Objects

Students will be expected to keep all dangerous weapons or dangerous instruments, as identified by the law, off school property. A student shall not possess, handle, transmit, or conceal any weapon, explosive device, or an object that a reasonable person might consider capable of harming a person or property (i.e. pocket knives, sharp metal objects, laser devices, or foreign objects such as tools that could be used to inflict harm or damage property; "look-a-like" weapons; lighters; etc.) (ORC 2923.11) Misuse of any object or material in an unsafe manner may result in disciplinary action.

26. Vandalism or Damage to Personal, Private, or School Property

Students will respect the personal property of all students and staff. Students will respect the public property owned by the community and the Bellevue Board of Education. A student will not cause or attempt to cause damage to or deface the property of others or public property owned by the community and the Bellevue Board of Education. In accordance with ORC 2090.05, parents and students involved may be liable for payment for the cost to repair or replace any such property damage caused by their children.

27. Theft of Property

A student will not take or attempt to take into his/her possession property of another.

28. False Alarm (i.e. Fire, Bomb, 911)

A student will not attempt to disrupt school in any manner by illegally pulling or attempting to pull a fire alarm, falsely calling emergency 911, or making a bomb, chemical, biological, or any threat that causes the evacuation of the school building. Violation of this will result in disciplinary action (including expulsion) and charges filed with legal authorities.

29. School Bus Rules and Regulations

All students are expected to abide by the rules of conduct established for the use of bus transportation. These rules apply to regularly scheduled bus runs plus extra curricular activities and field trips, including athletic transportation.

30. Gang Activity

A student shall not engage in gang activity. A gang is any identifiable group or club or individuals that exists without the sponsorship of the school or the sponsorship of any recognized adult community or civic organization and that has no acceptable social goals; or has been identified by a law enforcement agency as being involved in criminal or anti-social behavior or activities.

31. Technological Interference

A student shall not attempt to gain unauthorized access, disrupt, delete data, change data, circumvent filters, plant virus, download prohibited materials or engage in any other illegal act through the use of the School District's District wide computer system, including but not limited to such items as emails and World Wide Web.

32. Repeated Violations

A student will not repeatedly refuse to comply with directions of teachers, student teachers, substitute teachers, teacher aides, principal, assistant principal, or other authorized school personnel during any period of time when the student is properly under the authority of school personnel.

33. Failure to Follow School Rules and Policies

In recognition that any list of prohibited conduct cannot encompass every conceivable action, which may properly be subject to discipline, the authority to administer discipline for conduct not specifically set forth will be at the discretion of the administrator.

DISCIPLINARY PROCESS AND PROCEDURES

Discipline is the shared responsibility of students, parents/guardians, and school employees. ORC 3313.20, 3313.66, and 3319.41 and Board of Education Policy states that school authorities may take disciplinary action with any student whose conduct at any time or in any place interferes with or obstructs the mission of the school district or the safety or welfare of students or employees. The disciplinary actions will fit the specific code violations depending upon the severity of the offense.

ZERO TOLERANCE PHILOSOPHY: *Students are expected to demonstrate responsible, respectful behavior at all times.* The School District has "zero tolerance" of violent, disruptive, intimidating or any other inappropriate behavior by its students. Students are required to conduct themselves in a way that exhibits respect and consideration for the rights of others. Students of the District must conform to school regulations and accept directions from authorized school personnel.

IN SCHOOL RESTRICTION DEFINED

In School Restriction is an important part of the discipline philosophy at Bellevue Middle School. In School Restriction is an alternative to out of school suspension. The program goal is to provide students with a highly structured environment and offer students the opportunity to do their assigned class work for credit. Since a staff member supervises the class, students are expected to follow their directions and complete the class work assigned by each of their classroom teachers. A student who does not complete assigned class work shall receive no credit for that class assignment. Only a school administrator may assign students to In School Restriction.

**IN SCHOOL RESTRICTION:
EXPECTATIONS & GUIDELINES**

In School Restriction is an important part of the discipline philosophy at Bellevue Middle School. In School Restriction is an alternative to out of school suspension and students are to recognize that failing to stay on task, talking, sleeping, and other inappropriate behavior will not be tolerated. In School Restriction is assigned at The Northpoint Alternative Learning Center located at 4451 Galloway Road, Sandusky, OH 44870. The program goal is to provide students with a highly structured environment and offer students the opportunity to do their assigned class work for credit. Since a staff member supervises the class, students are expected to follow their directions and complete the class work assigned by each of their classroom teachers. A student who does not complete assigned class work shall receive no credit for that class assignment. Only a school administrator may assign students to In School Restriction. Student attendance is mandatory.

Students are not permitted to leave In School Restriction unless the student has a doctor appointment in which the family will provide the Bellevue Middle School with the appropriate doctor excuse.

Students will be expected to report to In School Restriction on the dates assigned. Students failing to report may have additional time added to their assignment.

Students will be provided a school lunch.

If rules/guidelines are not followed, students may be suspended.

When students are assigned In School Restriction located at the Northpoint Alternative Learning Center the Code of Conduct for each institution will apply. Transportation will be provided by Bellevue City Schools.

EMERGENCY REMOVAL: A student may be removed from the school setting without the formal suspension and expulsion procedures when it is determined that his/her presence poses continuing danger to persons or property or an on-going threat of disrupting the academic process. A student so removed may be suspended and/or expelled through a due process hearing, which must be held within 72 hours after removal. ORC 3313.66(C)

STUDENT SUSPENSION: The Superintendent, principal, or assistant principal/associate principal may suspend a student from school for disciplinary reasons outlined in the student code of conduct. No period of suspension will be for more than 10 school days. Suspension may extend beyond the current school year, if at the time a suspension is imposed; fewer than 10 days remain in the school year. The Superintendent may apply any or all of the period of suspension to the following year.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension. The Board of Education may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the suspension into the following school year. The guidelines listed below will be followed for all suspensions, including those of in-school suspension.

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain their actions.
(Suspension may be invoked immediately after steps 1 and 2 above only if there is an immediate risk or harm to person or property.)
3. Every reasonable attempt will be made to notify parents/guardians by telephone when a suspension is issued.
4. Within 24 hours, a letter will be sent by U. S. mail to the parent/guardian stating the specific reasons for the suspension and including notice of their right to appeal such action. (Each student has the right to be represented at the appeal hearing by a representative of choice.)
5. Notice of this suspension will be sent to the
 - A. Superintendent,
 - B. Treasurer and
 - C. Student's school record (not for inclusion in the permanent record).
6. Permanent Exclusion: If the offense is one for which the District may seek permanent exclusion, the notice will contain that information.

APPEAL PROCEDURE: Should a student who is 18 or older or a student's parent(s)/guardian(s) choose to appeal the suspension, the student must do so in writing within three days of the notice of suspension. The procedure for such will be provided in procedures approved by the Board of Education. All witnesses are sworn and a verbatim record will be kept of the hearing which will be conducted by the Superintendent or his/her designee. The record shall not be reduced to writing except at the request, cost and arrangement of the party requesting the written record.

Upon review the Board of Education or its designee shall reach a decision and provide written notice to the parent/guardian within five (5) school days following the hearing and may uphold the suspension, establish an alternative suspension of lesser severity, or reverse the suspension in its entirety.

APPEAL TO THE COURT: Under Ohio law, appeal of the Board of Education's or its designee's decision may be made to the Court of Common Pleas.

OUT OF SCHOOL SUSPENSION GUIDELINES:

Students will not attend school or any school related activities on the assigned days of suspension.

Students are not permitted on any school property; any student who violates this guideline shall be subject to trespassing charges and further disciplinary consequences.

Students shall not be in the vicinity of or be on school grounds.

Parents/guardians are encouraged to keep their student at home during the suspension.

Credit will be given for work missed due to out-of-school suspension provided the student completes and submits all required assignments upon return to school.

EXPULSIONS: Expulsion is defined as a removal of a student from school curricular activities and the denial of the opportunity of a student to participate in extra-curricular activities for a period of time up to eighty (80) days. The Superintendent authorizes an expulsion.

The Ohio Revised Code provides that a superintendent may expel a pupil from school not to exceed eighty (80) school days. The expulsion may extend into the following school year/semester. Students expelled for more than twenty (20) days may be requested to participate in community service.

A student will be given a written notice of the intent to expel which includes the specific reason(s) for the action. Parents/guardians are advised of the intended action by telephone, when possible, and a copy of the notice is mailed within 24 hours which informs the student and the parents/guardians of:

- A formal hearing scheduled to be conducted not sooner than three days nor later than five days from the date of the notice to expel
- The time and place of the hearing
- The reason(s) for the intended expulsion
- The right of the student or the Parents/guardians to challenge the reason(s) for the intended expulsion or explain the student's actions
- The right to be represented at the hearing by a representative of choice
- Although a student does not receive credit for work missed during an expulsion, the student is encouraged to complete assignments to keep up with the class.

PERMANENT EXCLUSION: If the offense is one for which the District may seek permanent exclusion, the notice will contain that information.

PHYSICAL RESTRAINT: ORC 3319.41 specifies that: A person employed or engaged as a staff member, teacher, principal, or administrator in school, whether public or private, may, within the scope of their employment, use and apply such amount of force and restraint as is reasonable and necessary to quell a disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects upon the person or within control of the pupil, for the purpose of self defense, or for the protection of persons or property.

POLICE INVOLVEMENT—QUESTIONING STUDENTS: The Bellevue City School District shall cooperate with law enforcement agencies in the conduct of their investigation providing that due consideration is given to protecting the rights of students and parents/guardians.

INTERROGATIONS AND SEARCHES: The District has responsibility for the control and management of the students during the school day and hours of approved extracurricular activities. The right of inspection of students' school lockers or articles carried upon their persons and the interrogation of an individual student is an inherent authority granted to school boards. All searches are conducted sparingly and only when such search is reasonably likely to produce the safety and security of persons and their property within the area of the school's responsibility. The rules apply to the search of school property assigned to a student (lock, desk, etc.) and the seizure of items in his/her possession.

General housekeeping inspection of school property may be conducted with reasonable notice. Random searches of lockers may be conducted.

A general inspection of school properties such as lockers, desks, etc. may be conducted on a regular basis. During these inspections, items which are school property may be collected (example: overdue library books).

Items, the possession of which constitutes a crime or violation of school rules, or any other possessions reasonably determined to be a threat to the safety or security of others may be seized by school authorities at any time.

Principals and their designees are permitted to search the person and personal property (purse, knapsack, gym bag, etc.) of a student where there is a reason to believe that evidence will be obtained indicating the student's violation of either the law or school rules.

A law enforcement agency is required to produce a warrant prior to conducting any search of a student's personal property kept on school premises; however, when there is reason to believe that any item might pose an immediate threat to the safety or security of others a search may be conducted without a previously issued warrant.

SATURDAY SCHOOL

Saturday School will be assigned by the assistant principal/principal for disciplinary reasons. Not all students will be given this option in all situations. Saturday School will be held from 8:00 a.m. to 11:00 a.m. Absences from assigned Saturday School may result in Alternative School assignment or suspension/expulsion. 6 days of accumulated detention results in Saturday School assignment.

- Failure to report to assigned Saturday School without prior permission will result in assigned suspensions which include either in school or out of school suspension.
- The guidelines for detention will be in effect for Saturday School.

DETENTION

Many students will never receive detention the three years they are here. Unfortunately, there are a few students who cannot or will not follow the rules and regulations of the school. Detention is intended to teach those students that everyone must be responsible for their own actions.

GUIDELINES FOR SERVING DETENTION

- A. A day of detention is 45 minutes long, starting at 2:45 and ending at 3:30.
- B. Students are encouraged to serve detention the day it is assigned. It must, however, be served **NO LATER** than the next school day.
- C. Only the Principal or Assistant Principal can excuse a student from detention. Athletics, other school activities or job requirements are not valid excuses for missing detention.
- D. The penalty for not serving after-school detention will be as follows:
 1. For each day detention is not served, an additional day will be **ADDED**. Students may also be given an assigned seat in the lunchroom.
 2. When time has accumulated to 6 days, one or more of the following penalties will be assigned: a parent/guardian conference, Saturday School, or In-School Suspension.

WHILE IN DETENTION HALL:

- Students must be in their seats in the Detention Hall (room B 112) when the tardy bell rings at 2:45 PM.
- If a student is late to detention, the student will not be admitted unless a teacher approves the delay.
- Student **MUST** bring study materials. No student will be allowed to leave detention hall to get materials. Come to detention hall prepared.
- No talking or sleeping is allowed.
- Students violating these guidelines may be removed from detention with additional time added.

DUE PROCESS

Students have a clearly established means by which due process is available for the protection of the individual's rights. Due process procedures will be enforced in a manner which involves an opportunity to be heard at a reasonable time and in a meaningful manner and the right to a speedy and impartial hearing on the merits of the case.

STATEMENT ON SEXUAL HARASSMENT

The Bellevue City School District is committed to eliminating and preventing sexual harassment from all school activities and facilities. Sexual harassment is improper, immoral, illegal, and will not be tolerated within the district. This policy is implemented to inform students as to what sexual harassment is and what procedures are to be followed in dealing with sexual harassment within the district.

A. DEFINITION OF SEXUAL HARASSMENT

Ohio and Federal laws define sexual harassment as unwanted sexual advances, or unwanted visual, verbal, or physical conduct of a sexual nature. Such offensive behavior includes, but is not limited to the following:

1. Unwanted sexual advances, including propositioning, repeatedly asking someone out for a date after it is clear that the person is not interested.
2. Explicitly or implicitly offering employment benefits in exchange for sexual favors.
3. Making or threatening reprisals after a negative response to sexual advances.
4. Non-verbal conduct: leering, making sexual gestures, displaying sexually suggestive objects, pictures, cartoons, or posters.
5. Verbal conduct: making or using derogatory comments, epithets, slurs, or jokes, making sexually based remarks about another person's or one's own body.
6. Verbal abuse of sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes or invitations.
7. Physical conduct: touching, assault, impeding or blocking movement. This sexual harassment policy is intended to protect against sexual harassment before it becomes actionable sexual harassment. The term "sexual harassment" is intended to mean sexual harassment. In the broadest meaning of that term, in current popular, as well as legal, usage.

B. WHAT TO DO IF YOU ARE SEXUALLY HARASSED

When unwelcome activities described above of a milder nature occur, the best thing to do is to say that you are uncomfortable with the behavior and ask that it cease. If the behavior does not cease, then recourse for students should be sought through the counseling office, the Principal's Office, or the Title IX Coordinator.

If any student is subjected to behavior which they consider to be sexual harassment, students are to promptly notify either a principal or the Title IX Coordinator within the district. The student will be asked to put the complaint in writing and an investigation will be made into the matter. An investigation will be made by impartial and neutral people and appropriate sanctions will be imposed against any student who is found to have engaged in sexual harassment while on or about district property, or in relation to some district activity. The investigation will include interviewing the alleged victim, alleged harasser, eye witnesses, and corroborative witnesses.

In addition to making the complaint with the District Office, students also have the right to file a complaint with the EEOC.

If for some reason the student believes that this policy will not work in their situation, he/she should discuss the matter with the Title IX Coordinator or Superintendent. (Adopted 1/12/95)

ANTI-HAZING POLICY

It is the policy of the Bellevue City Board of Education and school district that hazing activities of any types are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another to do any act of initiation into any student group or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

Administrators, faculty members, and all other employees of the school district shall be particularly alert to possible situations, circumstances or event which might include hazing. If hazing or planned hazing is discovered, involved students shall be informed by the discovering school employee of the prohibition contained in this policy and shall be required to end all hazing activities immediately. All hazing incidents shall be reported immediately to the Superintendent.

Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with Ohio law.

ANTI – BULLYING

Bullying is an intentional written, verbal, texting, or physical act that a student has exhibited toward another particular student more than once and the behavior causes both mental and/or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

Permission, consent or assumption of risk by an individual subjected to bullying does not lessen the prohibition contained in this policy.

Prohibited activities of any typed including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher, or other employee of the District shall encourage, permit, condone, or tolerate any hazing and/or bullying activities. No student, including leaders of student organizations, may plan, encourage or engage in any bullying.

Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with Ohio law.

GANG ACTIVITY

A student shall not engage in gang activity. A gang is any identifiable group or club of individuals that exists without the sponsorship of the school or the sponsorship of any recognized adult community or civic organization and that has no acceptable social goals; or has been identified by a law enforcement agency as being involved in criminal or anti-social behavior or activities.

ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all children to achieve their maximum potential through the curriculum offered in this District regardless of race, color, creed, disability, religion, sex, ancestry, national origin, place of residence, or social or economic background.

In order to achieve the aforesaid goal, the Board of Education directs the Superintendent to:

- **Curricular Content** - review current and proposed curriculum guides and textbooks to detect any bias based upon race, sex, religion, national origin, ancestry, or culture; ascertaining whether or not supplemental materials, singly or taken as a whole, fairly depict the contribution of both sexes, various races, ethnic groups, etc., toward the development of human society.
- **Staff Training** - encourage in-service training for school personnel designed to identify and solve problems of racial, sexual, religious, national, cultural, or other bias in all aspects of the program.
- **Student Access** - review current and proposed programs, activities, facilities, and practices to ensure that all students have equal access thereto and are not segregated on the basis of race, color, creed, sex, disability, or national origin in any duty, work, play, classroom, or school practice, except as may be permitted under State regulations.
- **District Support** - ensure that like aspects of the District program receive like support as to staff size and compensation, purchase and maintenance of facilities and equipment, access to such facilities and equipment, and related matters.
- **Student Evaluation** - ensure that tests, procedures, or guidance and counseling materials which are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of race, color, creed, sex, or national origin.

The Superintendent shall appoint a compliance officer whose responsibility it will be to ensure that Federal and State regulations are complied with and that any complaints are dealt with promptly in accordance with law.

GRIEVANCE PROCEDURES

If any person believes that the Bellevue City School District or any of the District's staff has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act, he/she may bring forward a complaint, which shall be referred to as a grievance, to the District's Civil Rights Coordinators. Title IX: Jacqueline Montgomery and John Bollinger; Title VI, Section 504: Director of Student Services. He/she may file a complaint with the U.S. Department of Education's Office for Civil Rights:

U.S. Department of Education
Office for Civil Rights
Cleveland Office
1350 Euclid Avenue, Suite 325
Cleveland, Ohio 44115
(216) 522-4970
FAX: (216) 522-2573
TDD: (800) 877-8339
E-mail: ORC.Cleveland@ed.gov
Web: <http://www.ed.gov/ocr>

NON-DISCRIMINATION STATEMENT

All programs and activities in Bellevue City Schools are available without regard to race, color, national origin, sex, or handicap. If you have a concern or complaint, please contact the Superintendent, 125 North Street, Bellevue, Ohio or call 484-5000.

Tobacco, Narcotics, Alcoholic Beverages, Drugs and Counterfeit Controlled Substances:*Distributing Alcohol/Drugs or "Look Alike" Counterfeit Drugs*

- A. First Violation
1. Ten days out of school suspension and
 2. Recommended expulsion (may be re-admitted to school after completing alcohol/drug assessment and following recommendations).

Possessing, Using or Under the Influence of Alcohol/Drugs, Drug Paraphernalia, or "Look Alike" Counterfeit Drugs

- A. First Violation
1. Five days out of school suspension without alcohol/drug assessment or
 2. Five days reduced to three days out of school suspension with alcohol/drug assessment and violation related education. Non compliance with option A-2 will result in reinstatement of A-1.
- B. Additional Violations
1. Ten days out-of-school suspension and
 2. Recommended expulsion

Possessing or Using Tobacco , including any nicotine based products and/or any form of e-cigarettes

- A. First Violation
1. Three days out-of-school or
 2. Three days out-of-school suspension reduced to one day out-of-school suspension with attendance at an anti-smoking seminar. Seminar cost will be the student's responsibility. Non compliance with option A-2 will result in the reinstatement of A-1.
- B. Second violation
1. Five days out-of-school suspension
- C. Third Violation
1. Ten days out-of-school suspension and
 2. Recommend expulsion

ATHLETIC ELIGIBILITY

A student enrolled in the seventh grade for the first time will be eligible for the first grading period (nine weeks) regardless of previous academic standing. Thereafter, in order to be eligible, a student in grade 7 or 8 must be currently enrolled in school and have received passing grades in the immediately preceding grading period in 4 or more subjects. If a student enrolled in grade 7 or 8 attains the age of 15 before August 1, the student shall be ineligible for that school year.

ASBESTOS POLICY

The Board of Education is concerned for the safety of the students and staff members and will attempt to comply with all Federal and State statutes and regulations which protect them from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A district plan is located in our Administration building. Information about asbestos in each building is located in the office. More information will be made available upon request.

CUSTODY

The law states that a certified copy of a child's custody order or decree or modification of an order or decree be added to the other admissions documents to be presented by the pupil at the time of his/her initial entry to school. It is the duty of the custodial parent to notify the school of custody arrangements resulting from a divorce, dissolution of marriage or other order pertaining to a child who is a pupil in a public or nonpublic school. Notification must be done by providing the person in charge of admissions with a certified copy of the court appointed custody order.

It is extremely important that we have the above information on file in the school office. This information will assure that we are releasing a child to the proper person. All custody information will be kept confidential.

ATTENDANCE

- A parent/guardian needs to **call the school before 9 a.m.** to report the student's absence. If no call is received, the Bellevue Middle School office will try to contact the student's home by telephone. If no phone contact is made, a letter will be sent stating the date of absence.
- On the first day back in school, **a signed written note from the parent/guardian** needs to be brought from home to the school office and exchange it for an official admission slip.
- Show your admission slip to each of your teachers.
- Excused admission slips entitle you to make up your work at the convenience of the teacher. It is your responsibility to speak with each teacher and to ensure the missed work is completed. You will be given two school days time in which to make up the work for each day of excused absence. Pupils may be excused for personal illness, illness in family, death observance, and religious holidays and for such other reasons allowed by the Board of Education and the building principal.
- Unexcused absences and/or out of school suspension will result in loss of credit for work missed.
- Any absence beyond ten (10) days (65 Hours) in a school year will require a doctor's note be received in the office before the absence will be marked excused.
 - The following excused absences, while still being considered absent will not count toward the ten (10) day (65 Hours) limit: medical reasons accompanied by a note from a physician, dental visits accompanied by a note from a dentist, court appearances with a note from an attorney or the clerk of courts, attendance at a funeral (with a note from the parent/guardian AND documentation from the funeral home), out of school suspension, and other days as approved by the principal or assistant principal.
- In cases of extended absence from school, parents/guardians are encouraged to contact the school to obtain assignments for students. For an extended excused absence, the number of days to make up work will be at the discretion of the principal. It is the student's responsibility to request makeup work.
- Students may be legally excused for:

- Personal illness (a doctor's excuse may be required)
 - Illness in family (when student's presence is required)
 - Quarantine of the home
 - Necessary work at home due to absence of incapacity of parent(s)/guardian(s)
 - Death of a family member, relative or close friend. Time of absence will not be counted as part of the ten days of absence for the school year.
 - Observance of religious holidays.
 - Professional appointments (see Special Excused Absences)
- I. Truancy – an absence will be considered truant if:
- No phone call by parent/guardian is made the morning of the absence, and
 - If no absence note is brought back by the student within two mornings of return.
- J. If more than one hour is missed, the student will be counted ½ day (3.25 hours) absent. A student that arrives later than or leaves before 11:00 a.m. will be counted as a full-day absence (6.5 hours).
- K. A student participating in an **extracurricular** practice or event must be in school by 11:00 a.m. in order to participate that afternoon or evening.
- L. Students who leave school after 11:00 a.m. will not be permitted to participate in an extracurricular practice or event, unless the absence was previously approved by administration.
- M. The school district may notify the Juvenile Court when a student has an unexcused absence for more than 30 consecutive hours, 42 hours in a month, or 72 hours in a year.

SPECIAL EXCUSED ABSENCES (PINK SLIPS)

PINK SLIPS: For any special excused absence, a student will be required to fill out a pink slip and have it signed by office personnel at least one day in advance of absence. A pink slip will be provided to the student when a parent/guardian note explaining the absence is brought to office staff. The student will then have their teacher initial the pink slip acknowledging the periods being missed for the dates specified on the parent/guardian note.

APPOINTMENTS: Students may be excused for appointments (doctor, legal, other) provided arrangements have been made with the school.

FAMILY VACATIONS: Vacation days are considered days of absence from school. Students may be excused for family vacations not to exceed 5 school days during the entire school year, as long as the vacation days are taken among the first ten days of absence of the school year. Advanced notice of vacation days should be submitted to the office one day (24 hours) prior to the planned absence. Completion of the missed work is the responsibility of the student.

HUNTING: Days absent from school for hunting will be counted as vacation days therefore prior notification to the Main Office at least one day (24 hours) is required. Vacation days will not be granted if student is over the ten (10) (65 hours) days of absence in the allotted school year.

TARDINESS Practically all tardiness can be avoided. It easily becomes a habit and will seriously affect success in school as well as success in the work place. Accept responsibility for prompt attendance both to school and to classes. Oversleeping, trains, and car trouble are examples of invalid excuses. In case of tardiness to school, students are to report to the office. A student will be considered tardy if he/she is not in his/her assigned seat when the tardy bell rings. A student will be allotted 2 tardies prior to disciplinary action.

Disciplinary procedures are as followed:

- A. 3-9 times tardy = 1 day of detention
- 10 times tardy, handled on an individual basis. 2 days of detention will be assigned with options to include but not be limited to Saturday School, In School Restriction at Northpoint Educational Service Center located at the Adams Junior High in Sandusky, or referral to the juvenile court.
 - If tardy to school the student must first report to the main office to get a tardy slip.

DRESS CODE

The way a student dresses usually is an indication of the type of person they are. Generally, a student seems to behave the way they are dressed and groomed. Good taste and common sense in the type of clothes worn will solve most all problems before they arise. Gang insigne and paraphernalia may not be worn or carried by any student on school grounds at any time, including but not limited to jackets, headbands, shirts or other clothing that identifies with a gang; tattoos or material imprinted on the body identified with a gang; and medallions or other jewelry that identifies gang members.

A. Student Dress

1. T-shirts, sweatshirts, shorts, skirts, dresses, slacks, and jeans are normal apparel for school. Clothing should be neat, clean, serviceable, and fit properly.
2. Shorts, dresses, skirts, etc. with a length no shorter than five inches from the top of the knee can be worn without time restriction. Underwear should not be visible outside the appropriate garments for school. Shorts of an offensive manner should not be worn to school.
3. Bare waists, like bare feet, are not permitted.
4. Tank tops, spaghetti tops, halter tops, backless tops, spaghetti strap dresses, strapless or off the shoulder dress, and fishnet/see through tops are inappropriate and are not be worn.
5. Clothing with inappropriate holes is not permitted.

6. Underwear T-shirts and cut off T-shirts are not permitted.
7. Pajamas/pajama style clothing or slippers are not be permitted.
8. Shoes must be worn. Beach sandals/flip flops and bare feet are not permitted for safety reasons.
9. No heel plates are to be worn that cause unnecessary noise or damage to floors or property.
10. Clothing that creates a disturbance in school or indicates undesirable conduct will not be worn. This would include hooded sweatshirts with the hood up, torn-off, tattered clothing or any clothing with improper or indecent writing or pictures. T-shirts or other wearing apparel containing references to or advertise tobacco, alcohol or drug themes are not permitted. If inappropriate clothing is worn to school, a change of clothing will be requested.

B. Grooming

1. A student's hair is to be kept clean and well-groomed at all times.
2. Beards and mustaches are to be kept clean and well-groomed at all times.
3. Any form of hair style which is considered disruptive or distracting to the purpose of education will not be permitted. This includes hair color that is a distraction.

C. Body Piercing

1. Any piercing which is found to be distracting to the educational process, in poor taste, or deemed dangerous will not be permitted.
2. All jewelry, including any body piercing items, must be removed for Physical Education class.

D. Not permitted

Side chains, bandanas, spike necklaces/bracelets, clothing with rivets or any gang related apparel is prohibited.

The school administration has the authority and will make the final interpretation of these guidelines. Students not adhering to dress code will have the following consequences:

- A. First violation – a call home for proper clothing or will be provided proper clothing by middle school staff.
- B. Second violation – a call home for proper clothing or will be provided proper clothing by middle school staff. 1 day of detention is assigned for the second offense.
- C. Third violation – a call home for proper clothing and will be assigned In-School Restriction or Saturday school.

LARGE BOOK BAGS

These items may be brought to school, but must remain in lockers during the school day. They may be used to transport books and materials to and from school.

BELLEVUE MIDDLE SCHOOL DANCE POLICY

It is our expectations that students abide by the dance rules listed below. The Bellevue Middle School proudly offers dances for student's enjoyment several times over the course of the entire school year.

During these and all other activities our students are to dress and act with respect and dignity. With the exception of strapless dresses (for dress up dances only), school dress code policies apply at all times. Students that arrive at the dance with inappropriate clothing will not be admitted. Any student that alters their clothing after entering the dance will be asked to leave. No warnings will be given.

****If you are unsure about the appropriateness of an outfit, please contact Mr. Bollinger or Mr. Cramer at the middle school to get approval.****

The following regulations will be enforced at all Bellevue Middle School dances:

1. Student may not exit or re-enter the dance.
2. Sexually explicit dancing (i.e. freaking, grinding, dirty dancing) and dancing that may result in disruption or injury (i.e. slamming, moshing, etc.) are prohibited. Students are to model a "face to face with some space" style of dancing.
3. Students need to make arrangements in advance to be picked up immediately after the dance.
4. All middle school students must abide by any additional regulations listed in the Student Code of Conduct.
5. Bellevue Middle School Dances are for Bellevue Middle School students only.

PERMIT TO LEAVE BUILDING

Students are never to leave the building without first being signed out in the office. All students must be signed out by their parents/guardians. Students walking to appointments must have a signed note and phone call from their parent/guardian in addition to permission from the principal.

TELEPHONES/CELLPHONES

Students are welcome to make calls to parents at no charge using the office telephone during the school day. In case of illness or emergency, the office personnel will make any necessary calls. **Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office 419-484-5060.**

Cell phones may be brought to school but must be turned off during the school day (7:35 a.m. to 2:38 p.m.) unless in detention which means the time to use cell phones would be after detention.) Any cell phone that is visible, causing disruption or being used during the school day will be confiscated and ONLY returned to the parent/guardian. In addition, the student may receive 2 days of detention. These items need to be kept locked in their locker.

ARRIVE SCHOOL – DEPART SCHOOL

- Students will not be permitted into the building before 7:00 a.m. Students arriving between 7:00 a.m. and 7:35 will report directly to the cafeteria and be seated in the designated section.
- After school, students are to be out of the building and off school property within ten minutes of the last assigned period unless under the direct supervision of a teacher.
- No bus students will be allowed to leave school property after arriving at school in the morning or before leaving school on a bus in the afternoon. Any bus student leaving school property could lose privileges.
- For student safety all students will be expected to use the marked crosswalk and sidewalks when arriving to and departing from school property. Students who do not comply will be disciplined.
- Parents/guardians picking students up will need to park in the outer most lane and when your child has been secured move to the inside line and drive through until it becomes two way traffic again.

LOST AND FOUND

Take any found articles to the school office. Students should go to the office to report missing or lost items.

CORRIDOR CONDUCT

Keep the good reputation of Bellevue Middle School by conducting yourself as a young lady or young gentleman at all times.

- Keep to the right and in a single file
- Be courteous and considerate.
- Keep moving; do not block traffic.

BULLETIN BOARDS AND P.A. ANNOUNCEMENTS – GIVEN BEFORE PERIOD 1 AND 8

Permission must be secured from the advisor or school office before posting any announcements/posters or calling a group meeting.

LOCKERS

Each student assigned an individual locker for the protection of his/her own property as well as the property of the Board of Education (books or athletic equipment). Keep it locked at all times. Only school issued combination locks may be used. The school will assume no responsibility for unlocked lockers or locks set to open with one turn, etc. **DO NOT TELL ANYONE YOUR LOCKER COMBINATION.** The school retains the right to check any locker at any time and students should not expect total privacy. Students are assigned one locker only. Use only the assigned locker. If the assigned locker becomes broken, another will be assigned through the office. Do not share lockers. Book bags may be used to carry materials to and from school. Book bags may not be used during the school day.

CARE OF PUBLIC PROPERTY

If a student breaks or mars walls, partitions, desks, tables, lockers, textbooks, or other school property, the student will be charged for the damage or put the item back in the same condition the item was in before the student caused the destruction.

GUM , CANDY, BEVERAGES etc.

Chewing gum or eating candy is NOT permitted in the building. Any treat given by a teacher should be finished before leaving the approving teacher's classroom. **No food or drink is permitted in any computer lab ever!** Water carried in clear see through water bottles are permitted to be carried throughout the school day.

LUNCH PERIOD

Every student is assigned a period of time for lunch. During the assigned lunchtime, students are to be in the cafeteria. No one is permitted to leave the school grounds.

LUNCH

The purchase of a school lunch consists of a main dish, 2 vegetables, 1 fruit, and a milk. Students have the ability to purchase extra food at any time. Lunch money can be dropped off in an enclosed envelope or zip lock bag in the office with your student's name on it. You can keep track of your child's spending, account balance, and receive alerts to your phone by signing up at www.k12paymentcenter.com, this is a free service.

SKATEBOARDS – ROLLERBLADES – SCOOTERS - SHOES WITH ROLLERS, ETC.

There are no skateboards or wheeled riding equipment, allowed at school, or on school property, due to safety concerns.

BICYCLES

Bicycles may be ridden to school and parked in the bike rack provided. They are not to be ridden on school property. Park bikes in the rack. All bicycles should be locked when not in use. It is the student's responsibility to take care of his/her bicycle. The school is not responsible for lost or stolen bicycles.

MEDICATION AT SCHOOL/SCHOOL EVENTS/FIELD TRIPS

Ohio law and school policy prohibit school personnel from administering any kind of medication to students without proper written permission. If it is necessary for your child to take any medication at school, a Medication Authorization Form must be completed. This form will specify the name of the medication, the dosage, the time for it to be taken, start/stop dates, the prescribing healthcare provider's signature and the parent's/guardian's signature. Medication forms may be obtained in the school office and must be completed each school year or whenever a medication dosage or frequency changes.

A parent/guardian/or another designated adult needs to bring the medication to the school office.

No medication of any kind (prescription or over-the counter) should be in the students' possession. The only exceptions are asthma inhalers or EpiPens, after proper authorization for the student to carry this medicine is received from the healthcare provider on the appropriate form and approved by the school.

No medication will be given unless it is in its original container with the student's name. The dosage on the medication bottle and the medication authorization form must be the same. If medication is not in the original container and/or the form is not completed correctly, the medication will not be given that day. A record of the administration of medication will be kept on file.

A parent/guardian will pick up all medication within a week of discontinuing or at the end of the school year or it will be destroyed.

HEAD LICE

Head lice are found world-wide, anyone can get them. The American Academy of Pediatrics reports lice are spread during close, prolonged head-to-head contact. If a student at school is found to have head lice, the parent/guardian will be notified and recommended treatment guidelines reviewed. The student will be sent home per the decision of the principal, school nurse, or other designated trained staff.

Treatment of Head Lice

Consult your school nurse, pharmacist, health dept., or your healthcare provider for appropriate treatment.

Hair must be carefully combed to remove nits (head lice eggs). A special comb is usually included with the shampoo you purchase. Nits may need to be removed with your fingers.

Laundry – all clothing, sheets and linens used within the past 72 hours must be laundered. Clean or wipe off items, such as stuffed toys, brushes, headbands. Vacuum all carpeted areas, beds and furniture thoroughly that may have been used in the past 72 hours. Sprays for furniture/ carpet are not effective and do not need to be purchased.

Return to school

Your child may return to school after completing appropriate treatment and no live lice are found. Students excluded from school because of head lice should complete the treatment and return to school the following day. Students absent more than two days in a row for this reason will be considered truant.

PUBLIC DISPLAY OF AFFECTION

The school is aware of and accepts proper student relationships – but at the proper time and place. Kissing, holding hands, arms about waists, etc., are strictly unacceptable in the school atmosphere. Dating is a socially accepted act, but not during school hours.

RUMORS

Unfortunately, rumors and the spreading of misinformation are a part of the behaviors seen in adolescent development. Not only are feelings hurt by this activity, but also friendships can be damaged, reputations destroyed, and physical confrontations can result. Students, staff and parents/guardians must all do their part to discourage this kind of behavior in order to ensure that problems are avoided.

GUIDANCE DEPARTMENT

The Guidance Office is located inside the main office. The goal of the Guidance Department is to help students develop maximum education, career, personal and social potential. Appointments with the counselor should be made whenever the student or parents/guardians have a need. Appointments may be scheduled between 7:15 a.m. and 2:45 p.m. daily.

CARD PLAYING

Card playing is not permitted except in a learning situation under a teacher's direction.

GRADING

The Board of Education recognizes that a system of grading student achievement can help the student, teachers, and parents/guardians to better assess how well the student is achieving the goals of the District's program.

GRADING SCALE	100- 98	A+	80 – 76	C
	97 - 93	A	75 – 73	C-
	92	A-	72 – 71	D+
	91 – 90	B+	70 – 67	D
	89 – 87	B	66 – 65	D-
	86 – 84	B-	64 and below	F
	83 – 81	C+		

How to figure **Grade Point Average:**

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

Add total points and divide by the number of classes. See next page.

EXAMPLE:	Class	Grade	Points
	Math	B	3
	Science	C-	2
	Health	A-	4
	History	B+	3
	Integrated Language Arts	D	2
	Physical Education	A+	<u>4</u>
	Total		18 divided by 6 = 3.0 grade point average

HONOR ROLL REQUIREMENTS:

Minimum Grade Point Average (G.P.A) is a 3.5 (all classes) No grade lower than C-

MERIT ROLL REQUIREMENTS:

Minimum Grade Point Average (G.P.A.) is a 3.0 (all classes) No grade lower than C-

**BELLEVUE CITY SCHOOL DISTRICT
STUDENT BUSING**

The Bellevue Transportation Department is continuing to strive for excellence. Our major goal is safety, fiscal responsibility and customer service.

Our fleet has 23 buses. Each day we transport approximately 1072 students on 15 daily routes, each route services five in town schools and nine out of town schools; both with morning and afternoon routes. On any day our buses travel at least 1750 miles. In addition there are also day and evening field trips and sporting events which are students are bused to.

WHO IS ELIGIBLE TO RIDE?

Bellevue City School District students Grades K-5, residing more than 1 mile from the building they attend, and Grades 6-12, residing more than 2 miles from the building they attend, are eligible for transportation services unless they are open enrollment students. Please check with the Transportation Office if you are uncertain of the distance to your residence.

SCHEDULES AND ROUTES

The bus routes have been designed to promote the safest and most efficient transportation to and from school. Pupils are to ride only the buses to which they have been assigned. Bellevue City Schools will transport to an approved babysitting location (Babysitting papers are required).

School bus drivers, if on schedule or behind schedule cannot wait for tardy students. **Students must be at their designated stop location 5 minutes prior to the scheduled bus arrival time.**

Students will only be allowed to ride their assigned buses. Emergency requests must be made by the parents/guardians to the transportation department as a one time emergency location drop off. Emergency bus arrangements will only be approved if space is available.

The Bellevue City School District does **not** transport students to after-school employment or commercially operated day cares outside of the child's school attendance area.

AUTHORITY OF DRIVERS

While being transported on a Bellevue City Schools' bus, the students are under the authority of the bus driver, who is responsible for the orderly conduct and safety of all riders. The driver has the authority to enforce all of the rules and regulations as described.

RIDING THE BUS

No student is permitted to stand while riding a school bus. Since there may be three students to a seat, it is important to share the space. Students will have assigned seats. Please do not move from your seat unless instructed to do so.

LOADING

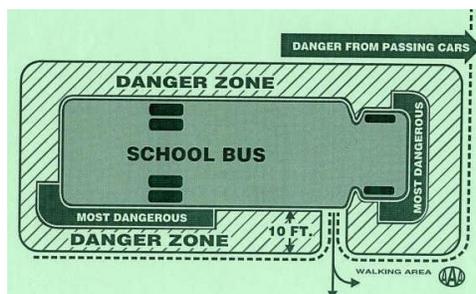
Wait for your bus in a safe place, approximately 30 feet away from the roadway. You should line up single file and board the bus in an orderly manner, going immediately to your seat so that the bus will not be delayed and others may board. Please do not stand or kneel on seats or sit on the seat backs, as you can be injured if the bus stops suddenly, and it also damages the seat safety cushions.

UNLOADING

When arriving at school, remain seated until instructed by the driver to move. When preparing to leave the bus at your home destination, move to a front seat the stop before yours. Stand only after the bus comes to a complete stop.

CROSSING THE ROADWAY

When it is necessary to cross the street or road before getting on or getting off the bus, you must cross at least ten (10) feet in front of the bus. Always wait for the bus driver's signal to cross the street or road, as the bus driver is in a position to see traffic in both directions. After the bus driver signals you to cross, look in both directions before moving into a traffic lane. Remember, if your driver sounds the horn, it means **DANGER!** Stop immediately!



EMERGENCY EVACUATIONS

The driver will hold practice drills for emergency evacuations. To insure your safety, you must become familiar with proper procedures. If you cannot participate in a practice drill, parents must send in a written letter to the school office.

CONDUCT ON THE BUS

Riding the bus is a privilege. The bus is viewed as an extension of the classroom and conduct should be similar.

- Cell phone use is prohibited.
- Profanity or obscene language and gestures will not be tolerated on the bus. Use of such language or gestures will be considered serious enough misconduct to have riding privileges suspended.
- Eating, drinking, lighting matches, smoking, spitting, or littering the bus floor with any material is not permitted.
- Windows may open with permission from the driver. Do not extend any part of your body or any other objects out of a bus window at any time. Close your window when instructed by the driver. Throwing any object from a motor vehicle is prohibited by law.
- **Absolute quiet must be observed while approaching, stopping and crossing all railroad tracks.**
- Continued or serious misconduct or refusal to obey a driver's instructions shall be sufficient reason for refusing transportation services to any student. The parents/guardians of students that have done damage to a school bus will be billed for repair costs.
- Sharp or pointed school supply items (pens, pencils, compasses, etc.) should be carried in a closed container.
- Please arrange another means of transportation if you must bring any large, fragile, or forbidden cargo to school. Packages or musical instruments that can fit and held securely on your lap may be carried if there is sufficient space. Students must check with the bus driver in advance.
- No glass containers, bottles, helium balloons, skateboards, or fragile items may be carried on the bus (lunch thermos bottles are acceptable). Personal headphones, CD, DVD, cassette, radios and cell phones are prohibited. No laser pointers can be used on the bus.
- **The transportation or carrying of firearms or any other weapons or explosives on a school bus is prohibited by law.**
- Animals are also prohibited, with the exception of those intended for special needs assistance.

SCHOOL BUS DISCIPLINE PROCEDURE

- When a student is referred to the administrator's office, he or she may receive a warning and a letter is sent home to the parents/guardian.
- The second time the student is referred to the administrator's office; he/she is subject to detention or suspension from riding the school bus. A letter is sent home notifying the parents or guardian of the suspension period.
- When a student is referred to an administrator's office for the third time, he/she will be subject to suspension from riding the school bus for a longer period of time, up to the remainder of the semester. Parents/guardians are again notified by the school office.

NOTE: In some instances, a student may be subject to dismissal from riding the bus without notice on the 1st offense. Examples of such incidents are as follows:

1. If a student strikes, attempts to strike, or threatens a bus driver.
2. If a student cuts seats or otherwise damages the bus.
3. If a student is fighting with, injures, or presents a danger to other students.
4. If a student uses or dispenses tobacco, alcohol, or drugs.
5. If a student lights a fire or is playing with matches or a lighter.
6. If a student brings a weapon or explosive on the bus.

RIGHT TO APPEAL

Disciplinary actions resulting in suspension are accompanied by the right to appeal.

TRANSPORTATION TO ALTERNATE LOCATION

Bellevue City Schools Transportation Department may provide transportation to/from an alternate location, provided there is room available on the route and the following guidelines are met:

1. Alternate location requests must be made in writing on a Babysitting Transportation Request Form. (This applies to all daycare requests). These forms are available at the school offices as well as the Board of Education office located at 125 North Street; Bellevue.
2. The alternate location is consistent five days per week for the morning and afternoon. Alternate locations will remain the same for at least one semester. Example: Student may be transported from one location to school in the a.m. and from school to another location in the p.m.
3. The alternate location is along a regularly scheduled route at a regularly scheduled stop.
4. The alternate location must be within the same school attendance area for which the student is assigned.

Although the school bus drivers train extensively and are experienced in the many different facets of pupil transportation, they need the cooperation and assistance of both students and parents/guardians to ensure the safest trip possible.

Review this pamphlet with students. It contains information that will assist students in learning the rules and responsibilities in transportation safety.

SAFETY TIPS FOR PARENTS/GUARDIANS

- Stop your vehicle for school buses with red lights flashing...even in the schoolyard!
- Make sure your children get to the school bus stop in plenty of time. Be at the stop 5 minutes before your scheduled time.
- Discourage loosely fitted or baggy clothing that can get caught in handrails, in swing doors, or on seats.
- The most dangerous area is at the loading and unloading areas. Instruct students to avoid horseplay and to stay back away from the bus until it is okay to board.
- Instruct students to remain seated while on the bus, and avoid horseplay or being exceptionally noisy.
- Don't buy student raincoats that are yellow. The yellow raincoat has a tendency to blend with the yellow school bus, making it hard for motorists to see the student.
- The school zone speed limit is 20 miles per hour.
- Teach your children to STOP and look before hurrying away from the bus as they exit at the end of the day.
- If you meet your child at the bus stop after school, wait on the side where the child will be dropped off, not across the street.
- Do not run alongside the bus when the bus is moving. Wait until the bus stops; then walk to the door and board the bus in an orderly manner. Do not push or shove.

***We ask that you discuss with your child the importance of safety of both inside and outside of the school bus. Please stress the danger involved when walking or playing behind, at the sides, or close to the front of any vehicle. Familiarity with the items in this pamphlet will help make everyone's ride safer and more convenient.**

COMPUTER NETWORK, INTERNET AND TECHNOLOGY ACCEPTABLE USE POLICY AND AGREEMENT FOR ALL STUDENTS

Board Policy Section 7540.03 - Acceptable Use Policy – Student

The Board of Education recognizes that as telecommunications and other new technologies shift the ways that information may be accessed, communicated, and transferred by members of society, those changes may also alter instruction and student learning. The Board generally supports access by students to such information resources along with the development by staff of appropriate skills to analyze and evaluate such resources. In a free and democratic society, access to information is a fundamental right of citizenship. Telecommunications, electronic information sources, and networked services significantly alter the information landscape for schools by opening classrooms to a broader array of resources. Telecommunications, because they may lead to any publicly available fileserver in the world, will open classrooms to electronic information resources which have not been screened by educators for use by students of various ages.

Content filtering software blocks or filters access to visual depictions that are obscene, contain child pornography, or are harmful to minors. Filtering software is now in use on all district owned computers, and other Internet capable devices. Any attempt to circumvent this filtering is strictly prohibited.

As technology evolves, students may also be permitted to use personal devices to access the Internet via district owned filtered network resources. Upon signing an agreement, such personal equipment and devices become subject to filtering (compliant with the Children's Internet Protection Act (CIPA) at home also. Anti-virus, anti-malware, and all operating system patches must be used, and be kept current in order to ensure the security of the network for all users. Use of personal devices, such as smart phones, at school to directly access the Internet (thus circumventing district provided filtering) is prohibited, unless explicitly permitted by an educational staff person in consultation with their building's administrative team, and the technology department.

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply (see Board Policy [5500](#)). The network is provided for students to conduct research, complete assignments, and communicate with others for educational purposes. Access to network services will be provided only to students who act in a considerate and responsible manner.

Personal information such as complete names, addresses, telephone numbers and identifiable photos should remain confidential when communicating on the system(s). No user may disclose, use, or disseminate personal identification information regarding minors without authorization. Students encountering information or messages they deem dangerous or inappropriate on the web or when using electronic mail or direct communications should notify their teacher or other adult staff. Chat rooms and direct electronic communications (Instant Message services) are not permitted on school networks unless expressly authorized.

Independent student use of district owned telecommunications and electronic information resources at home may be permitted, when available by assignment or loan to a student, upon submission of current permission forms and agreement forms by parents of minor students (under eighteen (18) years of age) and by students themselves. An appropriate deposit may be required for equipment assigned to, or loaned to, a particular student. In all cases, the family is responsible for the repair and/or replacement of negligently damaged, or lost equipment.

Use of the network resources at school or at home must be in support of educational goals. The district reserves the right to prioritize use and access to the system. No use of the system shall serve to disrupt the use of the system by others; system components including hardware or software shall not be destroyed, modified, or abused in any way. Malicious use of the system to develop programs or institute practices that harass other users or

gain unauthorized access to any entity on the system and/or damage the components of an entity on the network is prohibited. Users are responsible for the appropriateness of the material they transmit over the system. Hate mail, harassment, discriminatory remarks, or other antisocial behaviors are expressly prohibited. Such acts constitute a violation of Policy [5516](#) regarding hazing, Policy [5517](#) regarding bullying and harassment, and other pertinent sections. Such behavior will lead to disciplinary action under current guidelines.

Access to telecommunications will enable students to explore thousands of libraries, databases, and electronic resources while exchanging messages with people throughout the world. The Board believes that the benefits to students from access in the form of information resources and opportunities for collaboration, exceed the disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, Bellevue City School District supports and respects each family's right to decide whether or not to allow independent home access, or to explicitly limit searching of Internet resources at school. It must be understood however, that there are electronic resources such as InfoOhio databases, and other online curricular resources which are hosted physically in an Internet "cloud," will be considered to be a part of the school district's network. These resources are a necessary part of curriculum instruction and access will not be limited.

Bellevue City School District is pleased to make available to all student's access to interconnected computer systems with the District and the Internet as a means to provide significant educational materials and opportunities. Unless expressly disagreeing with the districts Acceptable Use Policy and Agreement in writing, students will be given access to the network and Internet at school, and participate in all educational activities. In certain educational situations students will also be granted remote access from the Internet. Exception or partial agreement to this Acceptable Use Policy, may be made by reviewing, signing, and returning the modified terms of parental assent to this Policy and Agreement. Unless you do so in writing, it is understood that by enrolling your student in Bellevue City School District, you are agreeing to follow this Policy in its entirety, regardless of the location of your access, at school or via the Internet.

The following are uses that are unacceptable under any circumstances:

- A. Installation of any software, sharing of passwords, or making changes in workstation configuration in an attempt to bypass web content filters, network security, and/or Internet access restrictions.
- B. Installation of any software, sharing of passwords, or making changes in configuration in an attempt to alter the educational use of a PC, server, or other technology, without the express permission of a teacher, or other staff.
- C. The transmission of any language or images which are of a graphic sexual nature.
- D. The transmission of any material, jokes, pictures, or other materials which are obscene, lewd, vulgar, or disparaging of persons based on their race, color, sex, age, religion, national origin, or sexual orientation.
- E. The transmission of messages or any other content which would be perceived by a reasonable person to be harassing, bullying, or threatening.
- F. Uses which constitute defamation (libel or slander).
- G. Uses which violate copyright laws.
- H. Uses that attempt to gain unauthorized access to another system or to impair the operation of another system (for example, the transmission of a computer virus or an excessively large e-mail attachment; viewing, transmitting, or printing, private, private information, etc.).
- I. Any commercial or profit-making activities.
- J. Any fundraising activities, unless specifically sponsored by our schools.

Such uses may lead to disciplinary action under current guidelines.

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

The Board authorizes the Superintendent to prepare appropriate procedures for implementing this policy and for reviewing and evaluating its effect on instruction and student achievement.