



OAK HILLS HIGH SCHOOL
3200 Ebenezer Road, Cincinnati, Ohio 45248
Phone: (513) 922-2300 • Fax: (513) 922-4900
Oak Hills Website: www.oakhills.k12.oh.us

Administrators:

Jeff Brandt, Principal
Corey Kessler, House 1 Principal
Lisa Schlomer, House 2 Principal
Ken Hauck, House 3 Principal
Jay Phillips, House 4 Principal
Mark Winters, Special Programs Principal
John Stoddard, Curriculum, Instruction and Assessment Administrator
Jan Wilking, Athletic Director
Janet MacWilliams, Business Manager
Mark Bruns, Building Manager

Guidance Services

Fran Gilreath, House 1 Counselor
Jen Reissland, House 2 Counselor
Nollis Wanninger, House 2 Counselor
Kyna Southworth, House 3 Counselor
Katie Hunter, House 4 Counselor
School Psychologists: Jessica Sorosiak, Amy McNabb

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Greeting From the Principal

Welcome to Oak Hills High School, home of the Highlanders. On behalf of the faculty and staff, we wish you well as you work toward completing your high school education. High school can be one of the most enjoyable periods in your life. Work hard, get involved and choose wisely your activities and curriculum.

We have a fine School and are proud of the record achieved by many of our students in academic pursuits as well as extracurricular activities. Oak Hills is what you make it. You are Oak Hills High School.

Here at Oak Hills, we encourage and expect all students to represent themselves, their family, school and community in a positive manner at all times inside and outside of school.

We will be working on a total education, developing not only academic skills, but character traits as well. The “Tarten Traits” below have been identified to assist our students in the area of character and responsibility as Oak Hills students.

Cooperation
Accountability
Respect
Responsibility

Mission Statement

All Oak Hills High School students will achieve success by graduating with a shared sense of global awareness and the critical skills to be career and college ready.

Vision

Oak Hills High School will be nationally recognized for innovative programs of study, distinguished faculty, and exceptional student achievement.

Core Beliefs

All students will achieve success.

Oak Hills High School will foster community engagement, awareness and involvement.

All staff members will embrace collaboration, and learn through professional development.

Oak Hills High School will develop student leadership, service and responsibility.

Core Values of Oak Hills High School

A Welcome To All Students

This is your school! The key words for a successful high school career is INVOLVEMENT and OPPORTUNITY. To be involved is to care about your school and the people in it. This is your school - so become a part of the whole program. There is much to gain here - come and get it! Do yourself and your school a great service, get INVOLVED. By participating in school related functions, opportunities will present themselves and benefit your experience here at Oak Hills High School.

The Pledge

"I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all."

The pledge is recited by all students and staff on the first school day of each week.

The Flag

Oak Hills High School is an institution of a kind that is characteristic only to the United States of America. It recognizes and promotes all those ideals that are engendered in the Constitution of our nation and exhibited in the American way of life.

The pledge to the flag and/or National Anthem will be presented at all appropriate occasions. The flag will be displayed from the school's flag staff at all times, weather permitting, when school is in session. It will be displayed at all indoor gatherings of people at programs and athletic contests.

Alma Mater and Fight Song

First Verse:

The oak leaves gently falling upon Ohio hills,
Bring mem'ries of our high school and pride which it instills;
We see the tartan waving The Cunningham we love
And then a host of Highlanders, All other teams above.

Refrain:

Oak Hills, we'll always love you, Tho' we are far away,
Oak Hills we'll ne'er forget you, You're in our hearts to stay.

Second Verse:

We'll see your halls in mem'ry, the classrooms and the field, like Caledonian pictures,
to time and heart revealed.

There is no other high school Which in our lives fulfills

The dreams which youth has cherished as does our own Oak Hills.

The Red and Black we cherish, Enshrined on mem'ry's throne, Oak Hills our Alma Mater,
We stand for you alone.

Words by Alice Kennelly Roberts, Music by William C. Fenton (Members of the original Oak Hills faculty)

FIGHT SONG

On Highlanders, come on team, Victory's what we're striving for, Beat'em fair and beat'em square boys, Fight for Oak Hills High, Rah! Rah! Rah!

On Highlanders, come on team Beat'em with all your might! Fight, team! Yea, team fight!
for the glory of Oak Hills High!

Absence, Attendance, Late Arrival, and Early Dismissal

Attendance Guidelines

The mission and expectation of Oak Hills High School is to ensure that each student receives the very best educational opportunities available. Attendance is critical to the success of all students. In order to ensure that each student achieves success, we are committed to working with you and your child. Students not meeting the expectation will be provided interventions on the importance of attending school on a daily basis. Students and parents will be informed after five (5) and eight (8) absences in a school year. After eight (8) absences, a required meeting with parents, student, administrator and / or School Resource Officer will occur at Oak Hills High School to develop a shared plan.

Excused Absences - Oak Hills High School expects that all students attend school each day on time. We expect not more than **two (2) absences in a quarter or eight (8) absences in a school year. Absences beyond these guidelines will require physician or pertinent documentation to be filed in the attendance office.**

Unexcused Absences are not acceptable and will result in consequences and / or loss of school-related privileges, including, but not limited to:

- Participation in Homecoming, Prom, MORP
- Participation in athletics, extracurricular activities, clubs, student activity groups
- Participation in Field Trips

Absences that exceed two (2) in a quarter, without physician or pertinent documentation, may be made up during Friday or Saturday School to avoid consequences or loss of school-related privileges mentioned above.

Senior Provision – Any unexcused absences of more than eight excused absences during the 2011-12 school year, without physician documentation, will result in the same consequences listed above. **Any senior who has more than eight (8) absences during the 2011-12 school year, without documentation, will be required to make up the missed time during Friday or Saturday School in order to participate in school-related activities as well as the Graduation Ceremony and receiving of a Diploma.**

College visits for Juniors and Seniors - Any Junior or Senior attending a college or university on a scheduled school day must bring documentation from the college or university to avoid being marked absent. Documentation on college letterhead should be turned in to the attendance office upon returning from visit. Students are limited to three (3) per school year. Every effort should be made to visit colleges/universities on days when they are in session and Oak Hills is not in session. Should this not be possible, and a student must miss a school day in order to visit a college, the student's parent/guardian must call the absence line, or send a note in advance, and report that the student will not be at school due to a college visit. At this point the day missed will be considered and excused absence. ***The student must deliver a letter of attendance on school letterhead from the college/university to the Attendance Office in order to be excused as if he/she was on a field trip; no absence will appear on the student record.***

Tardies – Three tardies are equivalent to one unexcused absence

- ***Late arrivals*** can be excused at the discretion of the Attendance office with proper documentation.

Extra-Curricular Activities - *students may not participate in extra-curricular activities on the same day they are absent. A student must be present at least three full periods in order to participate in such activities. This includes games, practices, rehearsals, and performances.*

Excused Absences (Reference Ohio Revised Code)

1. *Personal Illness*
2. *Illness in the family*
3. *Quarantine in the home*
4. *Death of a relative*
5. *Home due to absence of parents or guardians*
6. *Observance of religious holidays*
7. *Emergency or set of circumstances that in the judgment of the superintendent of schools constitutes a good and sufficient cause for absence from school*

When a student cannot report to school because of personal illness or valid emergency reason, his/her parent or guardian must call the school and report his/her absence on

the morning of the absence. Failure to report the absence will result in that day being an unexcused absence.

Parents need to call the Oak Hills Educational Hotline at 347-2970. Press 2 then 8 to report the absence. The hotline is available to you 24/7 to leave messages.

A student who is absent will be required to complete make-up work. It is the responsibility of the student to go to the teacher(s) to schedule any makeup work including tests, quizzes or projects. Work due the day you were absent (one day absences only) must be turned in the day you return. Any tests, quizzes or projects must also be made up or handed in the day you return. Work from multiple days absent must be discussed with each teacher.

When a student knows in advance of an absence either for a whole or partial day, that student must bring a note from his/her parent or guardian to the Attendance Office for approval. This note should come at least one day prior to the absence. **The note for any dismissal must include the following information: Student's full name, date of absence, reason for absence, grade of student and a telephone number the parent can be reached during the day.** Doctor, dental appointments, and driver examinations should be scheduled outside of school hours. All notes from parents, doctors etc., must be turned in to the Attendance Office.

Students may not participate in extra-curricular activities on the same day they are absent unless they come to school and are present in three full bells of class. This includes games, practices, rehearsals, and performances unless required of an academic class such as: Band, Orchestra, Choir, Speech, Dramatics, Music Theater ensemble.

Students eighteen years or older living with parent(s) or guardian must have a note or call from the parent or guardian.

Attendance patterns will be monitored closely. Letters and referrals to the Green Township Police Department and/or Juvenile Court System will be used to bring about compliance with state law.

Early Arrival to School

Students entering the building before 7:40 a.m. must enter through the Commons doors and remain in the Commons until the 7:40 a.m. bell rings. Students must have a pass to access other parts of the building.

College Visits

Any student who plans on attending college is strongly encouraged to investigate potential choices carefully. An official visit to the campus being considered is highly advisable. Every effort should be made to visit colleges on days when they are in session and Oak Hills is not in session. If this is not possible and a student must miss a school day in order to visit a

college then the student's parent/guardian must call the Attendance Office on the morning of the absence and inform them that the student will not be in school due to a college visit. While these days are excused with a parental call, they are still considered as time away from classroom instruction and count as an absence. The student should return the Oak Hills College Visit form completed by a university official. This form should only be used for official visits set up through the admissions office.

All Sport Pass

For the 2011-2012 academic year, the Athletic Department is selling a "Student All Sport Pass" to all high school and middle school Oak Hills students for \$45.00. This will include ALL high school home games but students will have to bring in the pass and get a ticket on the date specified by the Athletic Department (in order to keep track of total tickets sold for these sold out events). These passes can be purchased during summer schedule pick up or during the school year from the Athletic Department. Replacement passes for lost or stolen passes will be \$15.00. The pass is non transferable. Students must show proper school ID when using the pass or the Athletic Department has the right to refuse admittance and confiscate the pass.

Announcements

Student announcements will be read daily. These include pertinent information for the day's activities as well as administrative announcements and directives. Announcements can only be used for school sponsored events. Announcements are also updated on the school website.

Athletics

Oak Hills High School competes in the Greater Miami Conference (GMC) in the following sports: football, cross country, basketball, swimming, diving, track, golf, baseball, tennis, wrestling, volleyball, softball, soccer, bowling, gymnastics and lacrosse.

Schedules for all teams are on-line at www.highschoolsports.net. Tryout information, team information, rosters, directions etc. can be accessed at www.letsghighlanders.com

Sport	Head Coach
Baseball: Varsity, Junior Varsity & Freshmen (boys).....	Chuck Laumann
Basketball: Varsity & Junior Varsity & 2 Freshmen (boys)	Mike Price
Basketball: Varsity, Junior Varsity & Freshmen (girls)	Steve Bittner
Bowling: Varsity & Junior Varsity (boys & girls)... ..	Bonnie Hutchinson
Cross Country: Varsity & Junior Varsity (boys)	Joe Zeinner
Cross Country: Varsity & Junior Varsity (girls)	Shellie Hageman
Cheerleading:.....	Michelle Schneider
Diving:.....	Brandon Unthank

Football: Varsity, Junior Varsity & Freshmen (boys)..... Kurry Commins
 Golf: Varsity & Junior Varsity (boys).....Aron Strine
 Golf: Varsity & Junior Varsity (girls).....Sandy Fernbacher
 Gymnastics: Varsity (girls).....Jeni Dillenberger
 Lacrosse: Varsity (boys).....TBD
 Soccer: Varsity, Junior Varsity & Freshmen (boys).....John Mirizzi
 Soccer: Varsity, Junior Varsity & Freshmen (girls).....Chuck Laumann
 Softball: Varsity, Junior Varsity & Freshmen (girls)Jackie Cornelius-Bedel
 Swimming: Varsity & Junior Varsity (boys & girls)Mike Nocheck
 Tennis: Varsity & Junior Varsity (girls) Tom Corman
 Tennis: Varsity & Junior Varsity (boys)Rob Huermann
 Track: Varsity & Junior Varsity (boys)Jerry Dean
 Track: Varsity & Junior Varsity (girls)Jake Richards
 Volleyball: Varsity & Junior Varsity (girls).....Jim Delong
 Volleyball: Varsity & Junior Varsity (boys)Chris Morman
 Wrestling: Varsity & Junior Varsity (boys) TBA
 Academics: Varsity..... Cheryl Vandewalle
 Chess Club: Varsity & Junior VarsityJim Eger

Bell Schedules

SCHEDULE "A" (REGULAR)

Bell	Time	Duration
1	8:00 - 8:54	54 min.
2	8:59 - 9:48	49 min.
3	9:53 - 10:42	49 min.
4	10:47 - 12:06	79 min.
5	12:11 - 1:00	49 min.
6	1:05 - 1:54	49 min.
7	1:59 - 2:48	49 min.

Lunch

I	10:42 - 11:17
II	11:02 - 11:35
III	11:17 - 11:50
IV	11:33 - 12:06
V (5th Bell)	12:11 - 12:44

LATE START SCHEDULE

Bell	Time	Duration
1	9:00 - 9:43	43 min.
2	9:48 - 10:28	40 min.
3	10:33 - 11:13	40 min.

4	11:18 - 12:33	75 min.
5	12:38 - 1:18	40 min.
6	1:23 - 2:03	40 min.
7	2:08 - 2:48	40 min.

I	11:13 - 11:48
II	11:33 - 12:03
III	11:48 - 12:18
IV	12:03 - 12:33
V (5th Bell)	12:38 - 1:08

Building Passes

Students are not permitted in the halls during class periods unless accompanied by a teacher or in possession of a hall pass from a staff member.

Acceptable Use Policy (AUP)

OAK HILLS ACCEPTABLE USE POLICY

INFORMATION TECHNOLOGY RESOURCES IN THE SCHOOLS

We in the Oak Hills Local School District are pleased to be able to offer our students, staff and guests access to computer technology, including access to the Internet, certain online services, and the Oak Hills information technology network. We are dedicated to access and support of appropriate technology which unlocks our potential and connects us locally and globally. We envision a learning environment where technology is a part of us, not apart from us.

We believe that the tremendous value of technology and the information technology network as an educational resource far outweighs the potential risks. We will leverage existing and emerging technology as a means to learn and thrive in the 21st Century and prepare our students for success toward their goals in the competitive global, electronic age. We feel that access to the tools and resources of a world-wide network and understanding when and how these tools are appropriately and effectively used are imperative in each student's education. However, if parents feel they do not want their child to have Internet access, then they will be responsible for informing their child's teachers, in writing, before the end of the second week of school.

The school's information technology resources, including email and Internet access, are provided for educational purposes. If you have any doubt about whether a contemplated activity is acceptable, consult with your immediate teacher, supervisor, or director to help decide if a use is appropriate. Adherence to the following policy is necessary for continued access to the school's technological resources:

Users must respect and protect the privacy of others by:

1. Using only assigned accounts.
2. Only viewing, using, or copying passwords, data, or networks to which they are authorized.
3. Refraining from distributing private information about others or themselves.

Users must respect and protect the integrity, availability, and security of all electronic resources by:

1. Observing all district Internet filters and posted network security practices.
2. Reporting security risks or violations to a teacher or network administrator.
3. Not destroying or damaging data, networks, or other resources that do not belong to them, without clear permission of the owner.
4. Conserving, protecting, and sharing these resources with other users.
5. Notifying a staff member or administrator of computer or network malfunctions through the creation of a service request.

Users must respect and protect the intellectual property of others by.

1. Following copyright laws (not making illegal copies of music, games, or movies).
2. Citing sources when using others' work (not plagiarizing).

Users must respect and practice the principles of community by:

1. Communicating only in ways that are kind and respectful.
2. Reporting threatening or discomfoting materials to a teacher or administrator.
3. Not intentionally accessing, transmitting, copying, or creating material that violates the school's code of conduct (such as messages/content that are pornographic, threatening, rude, discriminatory, or meant to harass).
4. Not intentionally accessing, transmitting, copying, or creating material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).
5. Not using the resources to further other acts that are criminal or violate the school's code of conduct.
6. Avoiding spam, chain letters, or other mass unsolicited mailings.
7. Refraining from buying, selling, advertising, or otherwise conducting business, unless approved as a school project.

Users may, if in accord with the policy above:

1. Design and post web pages and other material from school resources.
2. Communicate electronically via tools such as email, chat, text, or videoconferencing (students require a teacher's permission).
3. Install or download software, if also in conformity with laws and licenses, (students

must be under the supervision of a teacher).

4. Use the resources for any educational purpose.

Consequences for Violation

Violations of these rules may result in disciplinary action, including the loss of a user's privileges to use the school's information technology resources. Further discipline maybe imposed in accordance with the Board's Code of Conduct up to and including suspension or expulsion depending on the degree and severity of the violation.

Supervision and Monitoring

The use of District owned information technology resources is not private. School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

The district reserves the right to determine which uses constitute acceptable use and to limit access to such uses. The district also reserves the right to limit the time of access and priorities among competing acceptable uses.

Disclaimer of Liability

The district shall not be responsible for any material encountered on a computer network, including the Internet, which may be deemed objectionable to a user (or his/her parents, if a minor); for any inaccurate information disseminated over the network; for any hostile or injurious actions of third parties encountered through a computer network; for any charges incurred by the user of a computer or computer network without prior permission; or for any damage or loss incurred by a user or any subsequent party by the use of files or software obtained over a computer network. Due to the nature of electronic communications and Ohio public records law, it is also impossible for the district to guarantee confidentiality of e-mail sent and received over any computer network.

The district shall not warrant the functions of the system to meet any specific requirements the user may have, or that it would be error-free or uninterrupted; nor shall the district be liable for any direct or indirect, incidental, or consequential damages, including damage to personal devices, lost data, information or time sustained in connection with the use, operation or inability to use the system.

Counseling and Guidance

Counseling and Guidance information can be found on the school website.

<u>Counselor/Psychologist</u>	<u>Students</u>	<u>Location</u>
Fran Gilreath, House 1 Counselor	A-E	Room 305
Jen Reissland, House 2 Counselor	F -K	Room 526
Nollis Wanninger, House 2 Counselor	F -K	Room 526
Kyna Southworth, House 3 Counselor	L -R	Room 526
Katie Hunter, House 4 Counselor	S -Z	Room 305
Jessica Sorosiak, School Psychologist	A-K	Room 526
Amy McNabb, School Psychologist	L-Z	Room 526

Dates

August 24	School Begins (full day)
October 27	End of 1st Grading Period
October 28	In-service Day for Teachers
November 11	Veterans Day (no school)
November 21, 22	No school
November 23, 24, 25	Thanksgiving Holidays (no school)
December 23 through Jan. 2	Winter Recess (no school)
January 16	Martin L. King Day (no school)
January 13	End of 1 st Semester
January 17	In-service Day for Teachers
February 20	Presidents' Day (no school)
March 22	End of 3rd Grading Period
March 23	In-service Day for Teachers
April 6 through 13	Spring Recess (no school)
May 28	Memorial Day (no school)
June 4	Last Day of School
June 2	Graduation-7:30 p.m Cintas Center

Discipline - Code of Conduct

STUDENT CODE OF CONDUCT

Ohio Revised Code 03313.66 requires that students are provided with a written notice of intent to suspend prior to being suspended. The statute also requires that students and parents are provided with a written notice of intent, to expel. The notices shall include: (1) A statement of intent to discipline; (2) A description of the acts which were in violation of

the student and/or athletic code of conduct; (3) Specific rules of the Student

Code of Conduct which were violated; (4) And the dates of the suspension, expulsion.

The written notice of intent to suspend shall be given to the student at an informal hearing. The notice of intent to expel shall be sent to the student and his/her parents and the students and parents will be provided an opportunity for an informal hearing prior to a decision to expel.

Students will receive an unexcused absence for each school day missed as a result of a suspension and/or expulsion.

A student or his/her parents may appeal any decision of the Oak Hills Local School District administration to suspend a student from school to the superintendent/designee. A student or his/her parents may appeal an expulsion from school to the Board of Education or its designee. A student or parent must request an appeal in writing within 10 days after the discipline measure takes effect. The student and his/her parent may be represented in all appeal hearings. Pursuant to Ohio law, a student or parent may further appeal an expulsion, suspension to the Hamilton County Court of Common Pleas.

It is the policy of Oak Hills Local School District Board of Education that students shall not be permitted to return to school pending any appeal process with the administration or the court. The school district will make every effort to promptly hear all appeals to minimize a student's absence from school. Should the Board of Education, the superintendent, or their designees, reverse or modify a discipline decision and permit a student to return to school, such student shall be permitted ample time to make up all assignments and work missed as a result of his/her absence.

This code of Regulation is adopted by the Board of Education of the Oak Hills Local School District Pursuant to Sections 3313.661 and 3313.662, Ohio Revised Code.

Any student engaging in the following types of conduct listed below (either specifically or generally) is subject to expulsion, suspension, emergency suspension, removal or permanent exclusion from curricular activities pursuant to the Ohio Revised Code.

This code of regulations applies while a student is in the custody or control of the school, on school grounds or closely proximate thereto, while at a school-sponsored function, school organization function or activity, or on school-owned or provided transportation vehicles. In addition, the Student Code of Conduct governs student activities at all times on or off school property when such student conduct is reasonably related to the health, safety and welfare of students or such conduct would unreasonably interrupt the educational processes of the Oak Hills Local School District.

The superintendent/designee may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The guidelines under which this community service shall be performed are:

a. The student and parent will execute a document agreeing to the community service in conjunction with or in place of a suspension or expulsion. If community service is not completed to the superintendent/designee's satisfaction, all or part of the suspension or expulsion may be reinstated.

b. Community service shall be performed at the place and time designated by the superintendent/designee.

c. Community service is an option to be utilized at the sole discretion of the superintendent/designee and is not available at the discretion of the student and parent.

d. Any failure to complete community service in a timely and acceptable manner shall result in the immediate cancellation of the community service option and the immediate imposition of suspension or expulsion. Prior to imposing a suspension/expulsion for failure to complete community service, the parent/guardian and student shall be sent a written notice of the superintendent/designee's intention and shall have three (3) days from the mailing of the notice to request a meeting with the superintendent to show cause why the suspension/expulsion should not be imposed.

The types of conduct prohibited by this Code of Regulations are as follows:

1. Damage or destruction of school property, property of school employees, or property of other students, on or off of school premises.

2. Damage or destruction of private property on school premises or in areas controlled by the school.

3. Assault on a school employee, student or other person.

4. Sexual harassment, bullying and/or any other type of acts of harassment of school personnel or students is prohibited. Any staff or student experiencing these acts should immediately report the behavior to an administrator.

5. Fighting.

6. Hazing (to persecute or harass or humiliate another student and/ or employee).
7. Chronic misbehavior which disrupts or interferes with any school activity.
8. Disregard of reasonable directions or commands by school authorities including school administrators and teachers.
9. Abuse of another. No student shall in spoken or written form use or direct to, or about a school employee, or student, words, phrases, or actions which are considered to be slanderous, degrading or threatening in nature, and/or words or phrases which are obscene or profane as defined by the majority of our society. Name calling and negative, uncomplimentary and offensive remarks related to physical handicaps or defects, mental handicaps, race, religion, nationality, appearance or other reason is prohibited.
10. Disrespect to a teacher or other school authority.
11. Refusing to take detention or other properly administered discipline.
12. Skipping detention.
13. Falsifying of information given to school authorities in the legitimate pursuit of their jobs.
14. Forgery of school or school related documents.
15. Cheating or plagiarizing.
16. Gambling.
17. Extortion of a student or school personnel.
18. Theft or possession of stolen goods.
19. Arson or other improper use of fire.
20. Possession of matches or lighters or other similar devices.
21. Possession or use of dangerous weapons or ordinance or objects which look like weapons or ordinance, including but not limited to, guns, firearms, ammunition, knives, grenades, sling shots, bows, arrows, machetes, brass knuckles, chains, studs, etc.; or

possession or use of objects which may render physical harm to another if improperly used, including, but not limited to, axes, hatchets, hammers, saws, ice picks, screwdrivers, knives, etc.

22. Buying, selling, transferring, using or possessing any substance containing tobacco, including, but not limited to, cigarettes, cigars, a pipe, clove cigarette, chewing tobacco, snuff, and dip, or using tobacco in any other form.

23. Buying, selling, transferring, using, possessing or being under the influence of any controlled substance (drugs, narcotics, marijuana, etc.) or inhalants, or buying, selling, using, possessing or being under the influence of any counterfeit controlled substance, (any substance that is made to look like a controlled substance, or is represented to be a controlled substance, or that is believed to be a controlled substance).

24. Buying, selling, transferring, using, possessing or being under the influence of any drug, medication, inhalant or other controlled substance which can be taken internally where the students involved cannot show a legitimate health or other reason for the use of such substances,

25. Buying, selling, transferring, using, or possessing any drug or alcoholic paraphernalia to include instruments, objects, papers, pipes, containers, etc.

26. A student that carries a cell phone or any other device must keep the device turned off during the school day. The student is responsible to secure any electronic device in the manner prescribed by the building administration. Misuse of an electronic communication device during the school day may result in confiscation of that device by a staff member or administrator. Students may not take photographs, record or videotape on school grounds without the permission of teachers or administrators.

27. Buying, selling, transferring, using, possessing or being under the influence of any alcoholic beverage or intoxicant of any kind.

28. Cursing.

29. Use of indecent or obscene language in oral or written form.

30. Publication of obscene, pornographic or libelous material.

31. Placing of signs and slogans on school property without the permission of the proper school authority.

32. Distribution on school premises of pamphlets, leaflets, buttons, insignia, etc., without the permission of the proper school authority.
33. Demonstrations by individuals or groups causing disruption to the school program.
34. Truancy.
35. Tardiness.
36. Leaving school during school hours without permission of the proper school authority.
37. Upon initial arrival, leaving school property without permission.
38. Presence in areas during school hours or outside school hours where a student has no legitimate business without permission of the proper school authority.
39. Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by administration or the Board of Education. This includes the prohibition of all clothing, jewelry, signs, etc. which at the discretion of the Administration is reasonably related to or represents gang or gang like activity.
40. Improper or suggestive dress.
41. Indecent exposure.
42. Engaging in sexual acts, displaying excessive affection or other inappropriate behavior with a person of the same or opposite sex.
43. Turning in false fire, tornado, bomb, disaster or other alarms, or any other activity which induces panic defined as:
 - a. Initiating or circulating a report or warning of an alleged or impending fire, explosion, crime or other catastrophe, knowing that such a report or warning is false
 - b. Threatening to commit an "offense of violence" or
 - c. Committing any offense with reckless disregard of the likelihood that its commission will cause serious public inconvenience or alarm.
44. Presence on school property with a communicable disease.

45. Failure to abide by rules and regulations set forth by administration for student parking.
46. Disobedience of driving regulations while on school premises.
47. Convey, attempt to convey or knowingly possess a deadly weapon or dangerous ordnance onto any property owned or controlled by or to any activity held under the auspices of the Board of Education.
48. Sell, offer to sell, or possess a controlled substance on school premises or at a school related function (trafficking in drugs).
49. Carrying concealed weapon.
50. Aggravated murder.
51. Murder.
52. Voluntary manslaughter.
53. Involuntary manslaughter.
54. Felonious assault.
55. Aggravated assault.
56. Rape.
57. Gross sexual imposition.
58. Felonious sexual penetration.
59. Any disruption or interference with school activities.
60. Willfully aiding another person to violate school violations.
61. Commission by a pupil of any crime in violation of the Ohio Criminal Code, Ohio Traffic Code or the Ohio Juvenile Code.
62. Any other activity by a pupil which the pupil knows or should know will disrupt the academic process or a curricular or extracurricular activity,

63. Failing to report the actions or plans of another person to a teacher or administrator where these actions or plans of another person, if carried out, could result in harm to another person or persons or damage property, when the student has information about such actions or plans.

64. Violation of any Board rule, regulation or policy.

[Revision date: April 16, 2001]

NOTE: Teachers may establish rules and regulations which are more stringent than the stated guidelines of this document. Students will be so informed in writing with compliance expected.

The following standards are generally used for determining what measures should be taken to reprimand those students who have disrupted normal school procedures, violated school rules and Board of Education policy.

Tardies to class Teacher Assigned Detention

Insubordination Teacher detention/T/Fri School/Suspension

Lunchroom misconduct Minimum - Lunchroom Duty/T School/Fri School

Maximum - Out of School Suspension

Skipping class Minimum - Tuesday/Thursday School

Maximum - Out of School Suspension

Fighting (All participants regardless of how fighting started) ...Suspension

With possibility of Police being called and charges filed.

Truancy.. Suspension and referral to Hamilton County Office of Education and Hamilton County Juvenile Court

Vandalism.....Automatic Suspension/Pay for
.....Damages/Press Charges

Found in hall without proper pass Minimum - "T" School

Maximum - Suspension

Assault on employee Suspension/Expulsion

Improper School DressAdmission to Class Denied/"T" School/Suspension

Leaving school grounds "T" School/Suspension

Tardies to school (5) "T" School/Friday School

The district has specific policies and disciplinary action for some items. They are:

(1) Tobacco - Students are prohibited from buying, selling, transferring, using or possessing tobacco in any form, including but not limited to, a cigarette, a cigar, a clove cigarette, a pipe, chewing tobacco, snuff, dip and any other tobacco product, in any area under the custody or control of the school, on school grounds, or proximate thereto, any activity supervised by school, or on school-owned or provided transportation vehicles. This rule applies to regular school hours and before and after school. The first violation of this rule shall result in a three-day suspension. The second violation and subsequent violations within the same school year shall result in a ten-day suspension with possible recommendation for expulsion to the Superintendent and court citation. As per Ohio Revised Code, any student under the age of 18 violating the tobacco law may be subject to a fine assessed through the juvenile court system.

Please note: Students under the age of 18(2) Chemical Substances - students are prohibited to possess, use, transmit, or be under the influence of any non-prescribed chemical substance including narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, inhalant, alcoholic beverage or intoxicant of any kind in any area under custody or control of the school, school grounds or proximate thereto any activities supervised by the school. The term "chemical substance" as used in these rules also includes look-alikes, Substitutes, and/or placebos, pipes, clove cigarettes, papers, etc., carrying an explicit or implied representation as a drug. Any violation of this rule shall result in all of the following:

- (a) an automatic ten-day suspension.
- (b) an automatic recommendation for expulsion for the maximum amount of time allowed by law.
- (c) notification of the offense to the appropriate law enforcement authorities.

SPECIAL NOTE: In the event that a student must bring a prescribed substance to school

to be taken during the course of the school day, the prescribed substance must be in the container in which it was dispensed by the prescribing physician or licensed pharmacist and taken directly to the school nurse or principal's office upon arrival to school. A "Permission to Administer" form must accompany the medication signed by both parent and physician.

(3) Firearms - Any student who is determined to have brought a firearm to school shall be expelled for not less than one year, subject to reduction by the Superintendent on a case-by-case basis.

Oak Hills High School **Discipline Procedures**

Type 1—Acts of Misconduct

These acts of misconduct include, but are not limited to the following:

#7 #8 #9

#12 #13 #14

#15 #16 #26

#28 #29 #35

#38

Type 1 Misconduct would also include the following:

classroom disruption

discourteous behavior (student to student)

horseplay-hands on another student

misconduct in non-instructional areas

misuse of technology/internet/software (student may lose privileges)

disregard for the safety of others

Consequence Options:

Teacher/Student Conference

Parent Contact (either conference or phone contact)

Teacher Detention

Repeat Offenses – Team conference with teacher, student, parent, counselor,

house principal to build improvement plan.

- **Administrative discretion will determine whether consequences are bumped to a higher level on an individual basis.**

Type 2—Acts of Misconduct

These acts of misconduct include, but are not limited to the following:

#1 #2 #4

#5 #6 #10

#11 #18 #20

#22 #30 #31

#32 #33 #34

#36 #37 #39

#40 #45 #46

#59 #60 #62

#63 #64

Consequence Sequence –

Friday School (minimum of 2 per semester)

out-of-school suspension (1-3 days)

out-of-school suspension (3-5)

repeat offenses (5-10 days with possible recommendation for expulsion)

- ***The severity of the violation may result in any one or all levels of referral being waived to a higher level.***

TYPE 3—Acts of Misconduct

These acts of misconduct include, but are not limited to the following:

#3 #17 #19 #61

#21 #23 #24

#25 #27 #41

#42 #43 #44

#47 #48 #49

#50 #51 #52

#53 #54 #55

#56 #57 #58

Consequences Sequence—

Out-of-School Suspension

Ten days out-of-school suspension with recommendation for expulsion

Tobacco

Students are prohibited from buying, selling, transferring, using or possessing tobacco in any form, including but not limited to, a cigarette, a cigar, a clove cigarette, a pipe, chewing tobacco, snuff, dip and any other tobacco product, in any area under the custody or control of the school, on school grounds, or proximate thereto, any activity supervised by school, or on school-owned or provided transportation vehicles. This rule applies to regular school hours and before and after school. The first violation of this rule shall result in a three-day suspension. The second violation and subsequent violations within the same school year shall result in a ten-day suspension with possible recommendation for expulsion to the Superintendent and court citation.

Chemical Substances

Students are prohibited to possess, use, transmit, or be under the influence of any non-prescribed chemical substance including narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, inhalant, alcoholic beverage or intoxicant of any kind in any area under custody or control of the school, school grounds or proximate thereto any activities supervised by the school. The term "chemical substance" as used in these rules also includes look-alikes, Substitutes, and/or placebos, pipes, clove cigarettes, papers, etc., carrying an explicit or implied representation as a drug. Any violation of this rule shall result in all of the following:

1. An automatic ten-day suspension.
2. An automatic recommendation for expulsion for the maximum amount of time allowed by law.
3. A notification of the offense to the appropriate law enforcement authorities.

SPECIAL NOTE: In the event that a student must bring a prescribed substance to school to be taken during the course of the school day, the prescribed substance must be in the container in which it was dispensed by the prescribing physician or licensed pharmacist and taken directly to the school nurse or principal's office upon arrival to school. A "Permission to Administer" form must accompany the medication signed by both parent and physician.

Firearms

Any student who is determined to have brought a firearm to school shall be expelled for not less than one year, subject to reduction by the Superintendent on a case-by-case basis.

Dress Code

This code presumes reasonable compliance as a privilege. If a disproportionate amount of time and effort are spent and/or if a general lack of cooperation exists, the dress code may be amended and upgraded at any time during the school year for immediate enforcement.

Appropriate dress is important in all endeavors and settings. This applies to schools, employment/jobs, social events, etc. It is always difficult to balance the scales between individual rights and institutional or traditional standards. It is hoped that the dress code contained herein meets community norms as well as current styles and practices.

There are four basic areas where schools have been given full authority over dress codes by the courts:

- (1) disruption of educational program or extra-curricular activity,
- (2) health and safety,
- (3) modesty based on community standards,
- (4) any type of clothing or dress which can damage furniture, floors, etc., may be prohibited. Drug, tobacco, and alcohol related references, violence and obscene or double-meaning slogans have been classified under (1) above.

Since individuals have different values and standards, it is, of course, most difficult to state when modesty, for example, has been violated. The "reasonable" treatment must be given in these cases.

Health and safety standards are more easily interpreted. It would be just as inappropriate to wear a necktie when working with heavy machinery as it would to wear open shoes in a chemistry lab. Both present potential injuries to students.

Students in violation of the dress code will be asked to call parents to secure proper attire. Students who cannot secure appropriate attire will be provided clothing from school. Clothing must be returned the following day. Any clothing not returned will result in a fee/fine and must be paid in order to participate in school related activities and/or functions. Admission to class will be denied until standards are met. Any time out of class for this purpose is unexcused. Repeat offenses of the dress code will result in disciplinary consequences.

Appearance should be conducive to a student's good order and the school's educational atmosphere. First and foremost, neatness and cleanliness are the prime consideration for appropriate school attire. In conjunction with this, students should practice good personal

hygiene. While these are the general needs for dress, specific guidelines are necessary to insure that students dress comfortably, yet do not detract from a serious approach to their education. Thus, in choosing clothing due regard to modesty must prevail. Any garb of an inappropriate or disruptive nature may not be worn. To aid in the decision of what fits these categories, the following guidelines must be followed.

Shorts: Appropriate length for shorts and skirts is mid-thigh. Bicycle tights are not appropriate for school dress.

Tops: Tops should be respectable and non-revealing. Bare midriffs, tank tops, cropped tops, see-through tops are not acceptable, nor are shirts with no sides. Tops should extend to the shoulder or beyond. Clothing with drug, tobacco, or alcohol related slogans or symbols, suggestive slogans, violent or obscene messages are not permitted.

Jeans and Other Apparel: Clothing with rips, tears, or holes is judged inappropriate for school dress. All pants must be worn at appropriate waist level.

Footwear: Appropriate footwear must be worn. Safety may preclude some items (e.g. open shoes in the chemistry lab). For proper decorum, **hats, sweatbands, bandannas and sunglasses** are not to be worn in the school building or during any school sponsored dance. **Overcoats or out-of-doors coats** are not to be worn in the building or during class time unless specifically *authorized* by the principal.

Hair color: Only natural hair color is acceptable. Hair extensions, feather extensions or other embellishments outside of natural hair colors are prohibited.

Accessories and Jewelry: Heavy chains, studded bracelets, *and dog* collars are not permitted. **No visible body, facial, or tongue piercing, including nose studs, are permitted with exception to the ears. Band-Aides or other items used to cover piercings are prohibited.**

During special events, such as spirit week and homecoming, dress which is different from the standards may be approved. Students involved in student council, class activities, and performance or support groups who wish to promote such special days must obtain approval in advance (minimum of one week) so that general announcements can be made.

Student Cooperation in meeting reasonable standards will permit the time and effort of staff and students alike to be devoted to the educational process rather than the dress code.

NOTE: The general guidelines included came as a result of an engagement with representation by students, parents, teachers and administrators, and community stakeholders.

Failure to comply with any dress code regulation may result in disciplinary action and denial to class until proper dress is secured. Please remember dress code violations apply at all school sponsored events/activities.

Eligibility

All students in activities will be required to meet the same standard of academic eligibility. The standard will be the same as the one outlined by the Ohio High School Athletic Association.

The standard is as follows:

1. Eligibility will be determined by quarter grades. Students eligible will remain eligible until the close of the next quarter plus 5 days. Students ineligible will remain so until the end of the next quarter plus 5 days. Eligibility status (if applicable) changes take place on the fifth day of the next grading period.
2. It will be the responsibility of the activity sponsor to maintain list of ineligible students for all activities other than interscholastic athletics. Records for students in interscholastic athletics will be maintained by the athletic director.
3. To qualify as eligible, students must be passing in five subjects each quarter which yield the equivalent of 1/2 credit per semester and have at least a 1.0 GPA in these courses.
4. Students must be in school at least 3 consecutive periods to participate in extracurricular activities that day. Activities other than interscholastic athletics include, but may not be limited to: band, drill team, cheerleaders, all "Scots" groups, class and student council officers, student council members, drama, speech and debate, chess, language clubs, science clubs, audio visual, yearbook, newspaper, foreign exchange club, athletic team trainers, managers, and statisticians, intramurals, show choir, stage crew, "Best of Oak Hills," library aides, science aides, physical education aides, and dances.

Emergency Medical Authorization

State law requires that all students be "covered" by their parent's or guardian's signature on a form designating the type of treatment and care school personnel can give in case of an accident or other emergency. This form is what the Emergency Squad requires for transport. These forms will be completed and turned into the office with other homeroom records. Students will not be permitted to participate in any extracurricular activities, field trips, picnics, and such unless one of these forms is on file in the office. Forms must be turned in by the end of the first week of school.

Evacuation and Shelter Drill

Fire and tornado drills will be conducted at intervals at the sounding of an automatically controlled tone system which gives an alarm throughout the building. Lock down drills will be conducted quarterly. Signs posted in classrooms will advise the student of the proper exits or shelter area.

The main rules to follow during the drills are: stay in single file line; move quickly, but do not run, push, or talk. Return to the room when the proper signal is given from faculty or school administrators.

Fire drills are scheduled monthly and tornado drills in September, October, March, April and May. Lockdown drills are scheduled quarterly.

Exams

TBA

Fees

In 2011-12, all students in Oak Hills schools will pay a unified instructional fee which will cover paints, workbooks, paper, and other consumable supplies. This will streamline the payment system and offers a predictable fee for which every family can budget. There are a few classes which require additional fees as stated in the Registration Book. The fee for Oak Hills High School is \$100.00. This fee must be paid before a student can participate in any extracurricular activity which includes, but is not limited to, athletics, clubs, organizations, dances, and special school events.

Instructional Fee	\$100.00
All Sport Pass	\$45.00 (Includes <i>all</i> Oak Hills high school and middle school home games.)
ID Badges	\$5.00 Lost or damaged ID's
Parking Lot Permit	\$50.00
Return Check Fee	\$18.00

Field Trips

Field trips shall be scheduled outside school time whenever possible and reasonable. Some,

by their nature, must be scheduled during school hours.

Students will have the option to attend or not to attend the field trip based on work which will be missed on that date. For purposes of arranging transportation, students not planning on going should inform the originating teacher within three days of the scheduled trip. There will be no reprisals for not attending a trip. Students may be responsible for costs associated with field trips.

Students who attend a field trip are responsible for all class work that is missed because of the trip and all work is due as originally scheduled.

Field trips are a privilege, not a right. Teachers may deny a student this privilege based on grades, attendance patterns, deportment, or work schedule for that day.

Food

Water is available in vending machines during school hours. No food or drink is to be consumed in any area other than the Commons.

Grading Policy

The school year is made up of four quarters. All grades will be based on percentages accompanied by a letter grade. These grades are used to determine if a student passes a course and thus receives credit.

To receive credit, 2 conditions must be met:

- a. Final average 59.5% or greater
- b. 2nd semester average 59.5% or greater

89.5 – 100 A
79.5 – 89.49 B
69.5 – 79.49 C
59.5 – 69.49 D
49.5 – 59.49 F

Cheating/Academic Integrity

Plagiarism is literary theft and therefore a form of cheating. Plagiarism in most instances is easy to identify and expose. The very force that makes plagiarism easy and tempting, the internet, makes its detection easy. Most teachers can locate the source of suspected plagiarism within a few minutes of searching the web. Students should be aware that OH places a priority on maintaining integrity on all coursework.

All parties to plagiarism are considered equally guilty. If you share your coursework with another student and he or she plagiarizes it, you are considered as guilty as the one who has plagiarized your work, since you enabled the plagiarism to take place.

Plagiarism may result in an "F" (50%) in the course. Note: Teachers may establish rules and regulations specific to their course.

Graduation

In order to participate in commencement exercises, a student must have earned all credits for graduation both total and specific by subject. Students must also have met state testing criteria which are required for graduation (Ohio Graduation Test).

The student must attend the commencement rehearsal and have no outstanding fees, fines or obligations due either Oak Hills Schools or due another school where records cannot be released without a final settling of accounts.

Students must conform to dress expectations for commencement participation *and* may not violate any standards listed in the Code of Conduct. Removing a student from line will be a rare yet proper exercise of authority.

We wish commencement exercises to be a dignified and appropriate conclusion to a high school education where all participants have completed their requirements fully. Students not participating in commencement exercises may pick up their diplomas the next school day after commencement.

Health Center

The Health Center is located next to Room 313. It is available to all students who become ill at school, sustain injuries, or need help.

No student will be admitted to the health room either during or between bells without a pass, unless it is an emergency injury, fainting, acutely ill, etc., and then the student should be accompanied by another person. Students shall not remain in the health room for an entire bell. They will either be sent back to class or home.

A student who becomes ill and wishes to report to the Health Center must obtain a pass from his teacher. Any injury sustained must be reported to the teacher in charge, who, depending on the nature of the injury, will contact the office or nurse, or send the student to the Health Center. **Students should not call parents from their cell phones or classroom phones.** The nurse will call parents if needed.

During fourth bell lunch the health room is only available for treatments and medications. Students are to remain in class or the lunchroom unless a true emergency occurs. Parents sending a student that is sick to school only to turn in work or to take a test, should handle

it as an early dismissal and send a signed note in with the student.

Students are not permitted to go home and return (Example: change of clothes, medication, etc.). Once a student leaves they are out for the day and may not return until the following day.

Online EMA'S must be filled out or returned the first week of school. All EMA's should be completed and updated yearly on Form Share, **if not they will be incomplete and default with no consent for treatment.** Please make sure all emergency information and all contact phone numbers are complete in case your child becomes ill at school or they leave by EMS.

If a student comes to the health room more than eight times a quarter, the parent, house counselor, and principal will be notified.

Medicine

The Oak Hills Local School District discourages the taking of any medication during the school day. Students are not to carry any medication on their person in school. When absolutely necessary for a student to take prescribed medication during the regular school day, the rules listed in Board Policy JHCD-R-2 will apply. In summary, they are:

1. Prescription medicine and over the counter medication must be sent to school in the original, marked container and taken immediately to the clinic. **THE FORM INDICATING THE NUMBER OF PILLS SENT MUST BE SIGNED BY PARENT AND WITH MEDICATION. This is found on the front of the school website page.**
2. Prescription medicine and over the counter medication must be accompanied by the Permission to Administer form, signed by both parent/guardian and physician.
3. Changes in dosages or times of administration must be documented with a new Permission to Administer form signed by the parent/ guardian and physician.
4. It is the responsibility of the student to report to the clinic to take the medication at the proper time.
5. Non-prescription medication such as aspirin or Tylenol (needed for one day use only) must be accompanied by a note signed by the parent giving the name of the medicine, dosage, and time of administration. A new note is required each day.
6. **Students will not be permitted to go home and come back to school to get medication. Students that have frequent headaches or menstrual cramps and take regular medication for these problems, are encouraged to have medication in the health room for the school year.**

Advisory Period

Each student is assigned an advisory by grade level and alphabet to which he/she reports on designated days. Activities performed in Advisory will parallel our Vision/Mission/Core

Values.

Honor Roll

Three honor rolls have been established. The first is "Highest Honors" and includes students achieving all grades of "A" for a given quarter. The second is "High Honors" and is made up of those students having an average between 3.5 and 3.99 for the quarter. The third is "Honors" and is made up of students who have an average between 3.0 or 3.49. The honor roll will be published at the end of each quarter of the first three quarters.

I.D. Badges

Each student is required to have a school issued student I.D. badge in their possession during each school day. These badges will be issued during the first quarter free of charge to each student. Lost, misplaced and severely damaged badges must be replaced with another school issued badge at a cost of \$5.

Insubordination

Any student who refuses to follow the reasonable directive of any staff member is insubordinate and may be receive school related consequences, including suspension from school, regardless of circumstances leading up to the student's decision to not obey the directive. Students feeling they are not being treated fairly are expected to follow reasonable directives at the time they are issued and seek avenues for expression of their concerns after completing the specifics of the directive. This applies on school grounds and at school related events regardless of location.

Lockers

Each student will be assigned a locker and may purchase a lock from Oak Hills High School. This locker will be used until the student withdraws or graduates. Periodic inspections will be made by the homeroom/advisory teacher and principal to see that they are kept neat and orderly. There will be a locker *clean-out* at the end of each semester. **Use only the locker assigned to you**, and keep it locked at all times. All personal items, book bags, and books, when not in use, are to be kept in lockers. Lockers are the property of Oak Hills High School, are on loan to students free of charge and can be accessed by an administrator at any time. **Oak Hills High School assumes no responsibility for the contents of the lockers.** Do not tamper with another locker or give your combination to another person. Since lockers are the only place at school where students may safely keep their personal belongings, extreme care is urged that the locker be kept locked at all times and that

students safeguard their combinations. Do not trade lockers, nor share *lockers* with another student unless assigned to do so. Do not leave money in lockers. Store radios, cassette players, or any electronic equipment in your locker at your own risk. Items of this nature are not to be brought to school. The school cannot accept responsibility for safeguarding such property in lockers. The school district has the legal right to have its school officials inspect the contents of any locker at any time when safety and/or welfare of the school or the students are in question or if the contents contain evidence of a criminal or school rule violation. If the lock has been changed and cannot be opened, the lock will be cut in order to access the locker at the owner's expense. This statement should be considered PRIOR NOTICE of any locker search procedure.

END OF THE SCHOOL YEAR LOCKER CLEAN-OUT

All items (school related, personal, and locks) must be removed from your school locker by the last day of school. Any personal items left in the locker will be removed and discarded or given to a non-profit organization. Locks left on lockers will be removed and students may not get them back. Please make sure to bring home all personal items and return all books to the appropriate teachers. Tip about your combination lock - tape the combination number on the lock before you put it away for the summer! Note: It is very difficult to track schoolbooks that are not checked in by the teachers. Students are responsible for making sure all books are returned. Books left in lockers are not considered "turned in". Students will be charged for books that are not returned to the teacher.

Lunch

A food court is located by the Student Commons. With the exception of packed lunches, food is not to be brought in from outside. Any deliveries will be confiscated without compensation. Every student has a 30 minute lunch period. Students are to be in the Commons area during this lunch time; all other areas of the building are off limits for students. The bookstore, restrooms, and the athletic office are all accessible in the Commons area. A schedule designating lunch times for each classroom is posted in every classroom.

Parking

Students driving to school must apply for a parking permit (this is a Senior/Junior privilege followed by Sophomores, if available). Cost of permit is \$50.00 for the year. The cost will be reduced \$25.00 at the beginning of second semester. The sale of parking permits begins in August during early schedule pick up. All school fees must be paid in order to purchase a permit and all students must have a valid driver's license. Applications are available in the office and include a pledge to the following guidelines:

1. Drive with caution at all times.
2. Obey all Ohio motor vehicle laws.

3. Park only in approved areas.
4. Obey school regulations and the guard concerning vehicles.
5. Limit my speed to 10 MPH on school grounds.
6. Be responsible for all passengers in my vehicle.
7. Report immediately any accident in which I am involved.
8. Will not go to the lot during school hours without office permission.
9. Will not leave school grounds without office approval.
10. Have vehicle properly insured.
11. Exit from my vehicle immediately upon arrival to school.
12. *If I lose my tag, I could be charged up to \$50.00 to replace the tag.*
13. *If I am caught duplicating (forging) the tag, my parking privileges will be revoked and result in appropriate discipline being administered.*

Failure to follow the guidelines could result in Suspension from the parking lot or suspension from school.

Permit must be hung from the rear view mirror. Cars must be parked in the *lower* lot in marked spaces only with the following exceptions: reserved parking areas for staff along the east fence as marked and no parking between signs. School officials have the right to examine the contents and/or search a vehicle parked on school premises when there is reasonable belief that items contained in the vehicle may interfere with the safe and orderly operation of the school or may be in violation of Board of Education policy, administrative regulation or school rule.

All cars should be locked after arriving and students should go to the building and not remain in the lot. Students park at their own risk and are advised not to leave anything of value in their cars. The Oak Hills School District assumes no responsibility or liability for any loss or theft of any automobile or any part thereof; or for any article left therein; or for any damage which may be caused thereto by fire, trespasses, collision, etc.

A good traffic pattern is essential for safety and smooth flow. The four drives providing access to Ebenezer from Oak Hills High School should be used as follows:

- The **middle** drive is an "exit only" at all times.
- The **south** drive (nearest Werk Road) is an "entrance only" at all times. It does not provide access to the student parking lot. Cars entering via the south drive must exit through the middle drive.
- The **north** drive is used as an "entrance only" from 7:15 a.m. to 8:00 a.m. each school day. It is used as an "exit only" from 2:48 p.m. to 3:10 p.m. each school day. It is used for "2-way traffic" (entrance and exit) all other times. One lane (visitor and staff) will be "entrance only." This pattern must be followed to avoid accidents and minimize confusion.
- An "exit only" gate is located at the north end of the student lot. (No Left Turn).

There are two pick-up, drop-off driveways, one located at the property nearest Ebenezer Road and the other near the school marquee. Please use these two driveways when picking

up or dropping off your student.

Participation Fees

Participation fees shall be collected to help defray the cost of extracurricular activities in the schools of the Oak Hills Local School District. These fees will be supplemental only; they could not cover the entire cost of all the extracurricular programs offered in the schools. The fees to be charged are as follows:

1. All students in grades 9-12 participating in high school freshman, junior varsity or varsity interscholastic athletics will pay a \$150 fee per sport.
2. All students in grades 9-12 participating in the activities listed below will pay the fees indicated:

Dance/Drill Team/Majorettes	\$125.00
Football Cheerleaders	\$75.00
Basketball Cheerleaders	\$75.00
Scots	\$50.00

Progress Reports

Paper progress reports are no longer issued at Oak Hills. **PROGRESS BOOK** (on-line grade book) will provide parents and students access to valuable information quickly and conveniently via the Internet. (SEE PROGRESS BOOK).

Report Cards

Paper report cards will no longer be issued. Students and parents should refer to Progress Book for quarterly and final grades.

School Hours

Regular school hours are 8:00 a.m. to 2:48 p.m. **Unless participating in a supervised activity, students are to be off school grounds by 3:15 p.m.**

For those in need of Internet use Oak Hills Media Center Hours: Monday - Friday:
3:00 to 4:00 (Hours Subject To Change)

Public Library Hours: Delhi and Green Township - Call for hours.

Progress Book

Paper progress reports are no longer issued at Oak Hills. **PROGRESS BOOK** (on-line grade book) will provide parents and students access to valuable information quickly and conveniently via the Internet. This program will allow parents to stay updated on assignments, tests, and communicate with teachers about their child's progress in class.

This service can be used from any computer with an Internet connection whether it is from home, work, the library or other location. All activity on the site is secure and will be restricted to members of our school's community through the use of passwords.

Grades and progress are available at any time by visiting the Oak Hills Web Site and clicking on the Progress Book icon. To access the site, parents and students need to enter the user name and password they receive at the beginning of the school year. If you have trouble with your password or the site, please contact the high school for assistance.

Sexual Harassment/Hazing/Bullying

SEXUAL HARASSMENT

Oak Hills High School is committed to eliminating and preventing sexual harassment. Ohio and federal laws define sexual harassment as unwanted sexual advances, or unwanted visual, verbal, or physical conduct of a sexual nature. When unwelcome activities of sexual harassment occur, the student should (1) tell the harasser that he/she is uncomfortable with the behavior and ask that it cease immediately and (2) inform his/her counselor or principal immediately.

HAZING/BULLYING

Hazing means doing any act of coercing another, including the victim, to do any act of intimidation to any student 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.

Bullying is an intentional written, verbal or physical act that a student has exhibited toward another particular student more than once and the behavior causes both mental 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.

Hazing activities of any type are inconsistent with the educational process and are prohibited at all times. No administrator, faculty member or other employee of the district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, may plan, encourage or engage in hazing.

Prohibited activities of any type 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, is permitted to plan, encourage or engage in any hazing and/or bullying.

Administrators, faculty members and all other District employees should be particularly alert to possible conditions, circumstances or events which might include hazing. If hazing

or planned hazing is discovered, involved students are informed by the discovering school employee of the prohibition contained in this policy and are required to end all hazing activities immediately. All hazing incidents are reported immediately to the Superintendent. The Superintendent/designee must provide the Board President with a semiannual written report of all reported incidents of bullying and post the report on the District's website.

The administration provides training on the District's hazing and bullying policy to District employees and volunteers who have direct contact with students. Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying.

Administrators, faculty members, other employees and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law. No one shall retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing and/or bullying of an individual.

Smoking

There is to be no smoking in the building at any time or on the school grounds at any time. The school grounds refer to the building site, parking lots, athletic fields, and any area in close proximity to school property. Underage tobacco use or possession will result in a \$100.00 fine and referral to juvenile court, as well as, school discipline.

Studio Safety

Safety and hazards instruction is intended to alert you to potential dangers so be alert and cautious, but not afraid. The use of sharp tools in the art classroom carries with it the responsibility for proper use.

Caution: Xacto knives are obviously sharp, so sensible precautions should be observed when using them. Always cut away from yourself, preferably onto a cuffing mat or non-slip bench surface. Don't press too hard, let the knife cut & don't force it. Possession or use of a sharp tool outside of the art classroom is prohibited. Students caught violating this code will be reprimanded.

Classroom sets of tools and equipment and basic materials are provided to all students registered in an art class. Tools provided are to remain in the classroom. However, students should expect to purchase personal tools and supplies necessary for homework assignments designated by the instructor. At all times, students are expected to adhere to art studio

safety protocols when working in the classroom or operating equipment.

Suspension/Expulsion

Suspension from school results when a student has "disrupted the academic atmosphere." A suspension may be from one to ten days depending on the severity of the incident and could result in the recommendation for expulsion.

Parents will be notified in writing when a student is suspended from school. Students are not to be on school grounds or attend school events while on suspension.

Students are expelled from school for eighty (80) days, for the most flagrant violations of school rules and board policy. Possession, use, sale of drugs, etc., or assaulting school employees are some of the reasons a student can be expelled.

Telephones

School phones are for business use only. There are phones located in the front office (room 305) and in room 504 for student use with permission from a member of the office staff.

Tues/Thurs/Fri School Detention

The purpose of Tuesday/Thursday/Friday School is to enable students, who may otherwise be suspended to remain at school during regular school hours and provide them with an opportunity to maintain their school workload and improve their academic standing. Tuesday/Thursday/Friday School detentions are typically reserved for Type I misbehaviors. Type II and III misbehaviors may result in higher levels of consequences, including but not limited to SIT (student intervention time), out-of-school suspension, or expulsion.

It is the responsibility of the student to obtain class assignments from each teacher prior to attendance at Tuesday/Thursday/Friday School.

Tuesday/Thursday/Friday School is at Oak Hills High School, in addition to the rules in the Student Conduct Code (Adm. Reg. 5011), students are expected to observe the following:

1. Tuesday/Thursday School will meet from 3:00 p.m. to 3:45 p.m. and Friday school meets from 3:00 p.m. to 5:00 p.m. Tardy students will not be admitted and will be required to serve an additional Tuesday/Thursday/Friday school or possibly be suspended.
2. Students will not be allowed to use the telephone, cell phones, text messaging or go to their lockers.
3. Students may not leave their seats or talk to other students, pass notes, or use sign

language.

4. Students will not be allowed to put their heads down or sleep.
5. No radios, cards, magazines, calculators with games or other recreational articles will be allowed in the room.
6. No food or beverages are permitted.
7. Restroom privileges will be given at the discretion of the supervisor.
8. Students are required to have class assignments with them and to be working or reading the entire time.
9. Students who complete their work and claim they have nothing to do will be given special assignments by the supervisor.
10. There will be no excuses for early dismissal, except with permission of a principal or Dean of Students.
11. Transportation is the responsibility of the student or parent.
12. Any violation of school rules, Administrative Regulation 5011, or the above guidelines will result in the negation of time served, and the original suspension will be served in full, out of school. Failure to attend assigned Tuesday/Thursday/Friday School will result in the out-of-school suspension or additional Tuesday/Thursday/Friday School or both.

Textbooks

Students are issued textbooks at no charge at the beginning of a class. Receipts indicating the book number and condition shall be signed by students when they receive books. Fines may be charged for excessive wear, failure to cover a book, or damage to a book. Lost books or books damaged beyond repair will require students to pay replacement cost. Students are responsible for making sure all books are returned to the appropriate teacher. Books left in lockers are not considered "turned in." Students will be charged for books that are not returned to the teacher who issued the book to the student.

Each textbook is identified with a number. When a student signs out that book he/she is responsible for returning that same book. Oak Hills will not accept replacement books that have been purchased from outside vendors including internet sales.

WARNING: It is important for students and their parents to understand that if a teacher tells students that they may leave their books in that classroom it is still the responsibility of the student to make sure that the book is checked in at the end of the course. It is NOT in the best interest of the student to leave unattended textbooks anywhere in the building other than in their assigned locker.

Work P

Work Permits may be picked up in the main lobby at Oak Hills High School. During the summer, please take applications to the Receptionist/summer counselor on duty.

Instructions:

1. After you drop off the completed work permit to the Receptionist, in the Main Lobby,

the office will file the work permit within one week and have the permit available for you. You will need to see the Receptionist to receive the actual permit. Work permits will not be mailed unless a self-addressed stamped envelope is provided.

2. Each time you change jobs you must re-apply for a work permit.
3. The website for the Ohio Department of Commerce is: www.com.state.oh.us. You may, at anytime, visit this website to view the Minor Labor Laws.

Student Activities

Athletics, publications, music, dramatics, and clubs provide a varied program for interested students. Student activities are less formal than class activities, and no academic credit is offered. A student becomes a part of his school by participating in activities.

Success is not measured by the number of activities in which a student participates, but by the amount and the quality of work in each. A student should choose his activities wisely and give his best to those selected. School Board policy prohibits *social* clubs, sororities, or fraternities.

The different groups you may become involved in include:

Art Club - Art Club is a student led group that provides an opportunity for student's grade 9 through 12 to get together and share their interest in the arts. Though we sometimes get involved in community service projects, we are primarily a social club that gets together just for fun. We take after school field trips to museums or restaurants, work on art together, etc. We are looking for strong student leadership this year. You do not need to be good at art to get involved. See Mr. Groh in room 347 if you are interested.

Band - Although band **classes are** taken as part of the curriculum, many of **the** activities are co-curricular such as football games, parades, **competitions and civic events. All after school rehearsals and performances are assessed as part of the curricular course work. The bands are well respected for their musical precision and impeccable appearance. See Mr. Welsh in room 208 at any time if you are interested in joining the band program. It is never too late to learn to play an instrument and be part of the fun!**

Caledonian - The annual, or yearbook, is a book which is made during the school year, *telling* about the activities of different clubs and groups. It consists also of individual pictures of students, and group pictures of various organizations and classrooms. Our annual has been named the *Caledonian* derived from the ancient name of Scotland.

Chorus-Choir-Select Performance - In vocal music, all *students* are eligible to try out for chorus. These are curricular since they are given during the school day for credit. Students interested in developing group singing abilities and having performance opportunities should

contact the vocal music teacher for tryout and assignment. Performance expectations are an integral part of the class and a significant aspect of the student's grade. Opportunities are also available for extra-curricular participation and those auditions are open to all students.

Class Organizations, Advisors, and Officers – All classes elect a President and two Vice Presidents. Based on an application process and interview panel, the class advisors and student activities principal will also appoint a Board of Directors which includes: Service, Public Relations, Student Life, Internal Affairs, and Pep Director. Class advisors are appointed for each class by the student activities principal and serve as an advisor until the class graduates.

Drama Club, Stage Crew and Thespian Society - Drama Club & Stage Crew are organized to provide an opportunity for any interested student to participate in the production of school plays and related theatre art experiences. No experience is necessary and there are many areas that students can become involved in such as acting, improvisation, stage management, scenery construction, lighting and sound. The organization produces several productions each year in addition to service projects, an *annual* banquet and many theatre outings. Oak Hills High School's International Thespian Society Troupe is a Dramatic Arts honorary. Students are awarded membership into the Thespian Society through meritorious participation in the school's Theatre program.

EARTH Club - The club comprises a group of individuals that care about and are concerned with the welfare of the Earth. The focus of the club is to EXPERIENCE what the Earth has to offer us in a non-destructive manner, which includes educating the members and other students of good conservation practices. The club's main focus is volunteering to recycle paper as a service to the school. We hope to start plastic bottle recycling throughout the building in the 2010-11 school year. Club activities can include planting, rock climbing, and various other activities that the MEMBERS decide upon and plan.

Engineering Club – Engineering Club gives students the opportunity to explore their engineering research, design, and creation skills by competing in interscholastic competitions. We typically attend and have done very well (3 time Champions) at the Purdue University Engineering Exposition, where past projects have included: building a bridge out of paper; designing and piloting an alternatively-powered scale model automobile; designing a green heat exchanger for a polluted water system; designing and constructing a flying wing. We also take part in the University of Cincinnati Bridge Competition, where students compete against other area high schools to design the most sturdy wood bridge.

French Club -

The Oak Hills French Club encourages the practice of the French language and promotes an awareness of French and Francophone cultures. All students currently enrolled in French, as well as former French students, are welcome to participate in our events which are held monthly. Secret Santa, scavenger hunt, Mardi Gras and Petanque are a few of the activities

provided to French Club members. Students will also participate in French conversation, cultural and multi-cultural events, and service projects focusing primarily on Haiti relief.

German Club – The purpose of the German Club is to perpetuate interest in the German language, culture, and heritage among the Oak Hills student body. At the group's monthly meetings, students engage in activities that commemorate various aspects of the German culture, such as decorating St. Nikolaus Day stockings. Other activities of the German Club include get-togethers in the area, such as mini-golf and bowling outings, as well as participation in the University of Cincinnati's German Day academic competition.

German Honor Society – Students currently enrolled in German III, IV, or AP who carry an average of at least 3.6 in their German studies as well as an overall average of 3.0 are eligible for membership in Ohio Beta Rho, the Oak Hills High School chapter of the national German Honor Society, Delta Epsilon Phi. Membership in Delta Epsilon Phi means not only performing honorably inside the classroom, but also conducting oneself honorably outside of the classroom, and reflects students' continued interest in the German culture.

Key Club –Key Club is the oldest and largest service program for high school students. What makes Key Club so successful is the fact that it is a student-led organization that teaches leadership through serving others. Members of the Kiwanis International family, Key Club members build themselves as they build their schools and communities. Key Club is an international student-led organization which provides its members with opportunities to provide service, build character, and develop leadership. We have a chapter right here at Oak Hills in association with Oak Hills Kiwanis. Here is a great way to get involved at Oak Hills if you are not already. For example, after school, we tutor at Dulles and we go once a month to the Ronald McDonald House and cook for them. Our motto for Key Club is "Caring-Our Way of Life."

National Honor Society - In 1921, the National Association of Secondary School Principals passed a resolution to establish the National Honor Society (NHS) for the purpose of creating an enthusiasm for scholarship, stimulating a desire to render service, promoting worthy leadership, and encouraging the development of character in high school students throughout the nation. The Oak Hills Chapter of NHS was chartered on February 20, 1961. Following completion of the fifth semester of high school work, Oak Hills High School students with a 5.54 or better cumulative semester average, on an 8 point scale are considered for National Honor Society membership. Membership is never determined on the basis of grades alone.

Candidates for NHS membership are required to complete an information form which surveys the candidates' service and leadership activities and which includes an essay. Candidates are also required to provide six personal references - one from the homeroom adviser, four teachers from whom the candidate has taken a class (only one from the freshman year and no more than two from the same department) and one activity adviser (school or community). IT IS THE STUDENT CANDIDATE'S RESPONSIBILITY TO ENSURE ALL DOCUMENTS FOR APPLICATION ARE SUBMITTED ON TIME--LATE APPLICATIONS WILL NOT

BE ACCEPTED. In addition, the entire high school faculty has the opportunity to rate each candidate's suitability for National Honor Society membership.

Election to NHS is by a majority vote of the five-member faculty council. (The NHS adviser is a sixth, but non-voting, member of the faculty council) Finally, by secret ballot, the faculty council elects to NHS membership those candidates who demonstrate excellence in the following ideals:

1. **Scholarship:** (Required cumulative semester average and demonstrated scholarly attitude.)
2. **Leadership:** (as demonstrated in the classroom and in extra-curricular activities.)
From the NHS Handbook - "The student who exercises leadership: is resourceful in proposing new problems, applying principles, and making suggestions; demonstrates leadership in promoting school activities; exercises positive influence on peers in upholding school ideals; contributes ideas that improve the civic life of the school; is able to delegate responsibilities; exemplifies positive attitudes; inspires positive behavior in others; demonstrates academic initiative; successfully holds school offices or positions of responsibility; conducts business effectively and efficiently, demonstrates reliability and dependability; is a leader In the classroom, at work, and In other school or community *activities*; is thoroughly dependable in any responsibility accepted; Is willing to uphold Scholarship and maintain a *loyal* school attitude."
3. **Service:** (to the school and the community) **From the NHS Handbook** - "The student who serves: volunteers and provides dependable and well organized assistance; works well with others and is willing to take on difficult or inconspicuous responsibilities; cheerfully and enthusiastically renders any requested service to the school; is willing to represent the class or *School* in inter-class and inter-scholastic competition; does committee and *staff* Work without complaint; participates in some activity outside of school - Girl Scouts, Boys Scouts, church groups, volunteer services for the elderly, poor or disadvantage; mentors persons in the community or students at other schools; shows courtesy by assisting visitors, teachers, and students."
4. **Character:** (NHS is a member of the Character Counts! Coalition and supports this statement: "A person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship." **From the NHS Handbook** - 'The Student of character: takes criticism willingly and accepts recommendations graciously; consistently exemplifies desirable qualities of personality (cheerfulness, friendliness, poise, stability); upholds principles of morality and ethics; cooperates by complying with school regulations concerning property, programs, office, halls, etc.; demonstrates the highest standards of honesty and reliability; shows courtesy, concern, and respect for others; observes instructions and rules, punctuality, and faithfulness both inside and outside of the classroom; has powers of concentration, self discipline and sustained attention as shown by perseverance and application to studies; manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others; actively helps rid the school of bad influences or environment."

The newly-selected members are recognized at a formal induction ceremony. Once inducted, new members are required to maintain an excellent level of performance in the four criteria that led to their selection. This obligation includes attendance at monthly chapter meetings and participation in the chapter's service projects.

Majorettes - The Oak Hills majorettes perform at all the football games, in several parades and basketball games. The Majorettes are part of the Oak Hills Marching Band. Spring clinics and tryouts are held by the majorette director. The majorettes also appear in the Best of Oak Hills variety show.

Math Club - Math Club meets monthly after school. We also attend competitions throughout the school year. We have competed at University of Cincinnati and Miami University. Students have the opportunity to win cash or scholarships at competition. Math Club meetings are fun. We practice for competition and we also play math games like Set, Mancala, Rubik's Race and Blokus. Come and join Math Club and be a mathlete! Meetings are held monthly after school.

Matscots - The Matscots are a selected group of students who promote, support and assist the wrestling team by running home matches and tournaments and acting as statisticians for the team. They are the spirit leaders of the sport and encourage the wrestlers to do well, which helps make wrestling a recognized sport. To be on the Matscots, you must tryout and be selected by the advisor and/or the wrestling coaches.

Oakettes - The Oakettes are a dance team (made up of sophomores, juniors and seniors) that practices year round, performing at halftime of each football game, as well as local parades, some basketball games and community events. During January-April, the Oakettes compete in pom, jazz, kick and hip-hop categories at competitions in the tri-state area. The Oakette organization was created in 1958-59, and many of the traditions still hold strong today - including the plaid uniforms, letterman sweaters, tams and the Highland Fling. The team has won more than a dozen SCAU State/National dance/drill titles since 1986. In April 2011, they were awarded the Best of the Best National Championship & Gold Medal for their pom routine, and the Bronze Medal for their kick routine, and all four routines were chosen for the Best of the Best finals.

OH Jrs. - The OH Jrs. dance team was formed during the 1999-2000 school year. This team is comprised of 7th, 8th, and 9th graders from Oak Hills Schools. The team performs at various school district functions and community parades. During the winter months they compete and have won numerous SCAU State and National dance titles. In April of 2010 they won first place in the SCAU National Competition for their high energy POM routine.

Orchestra - Chamber Strings: Anyone who plays a string instrument can play in one of the orchestras during the school day. Chamber Strings is by audition in the fall. This orchestra rehearses after school on Thursdays and plays for many community and evening performances. They compete each year in the OMEA solo and ensemble contest and have received superior ratings each year.

Partner's Club – The Partner's club involves typical students and students with special needs in a partnership club. The Partners Club will pair students in athletic, school, and social environment. The Partners Club is twofold:

-The Partner's Club will meet to promote community/volunteer events, social activities, and school activities that will help all become more involved in school and in the community.

-The Partner's Club will participate in various Hamilton County Special Olympics programs, promoting socialization, recreational activities, and involvement in competitive games and training.

Along with training and participation in the before school and during school, this organization will promote community service, and age appropriate social interaction between students with special needs and their peers.

Peer Mediators - Students in grades 9 through 12 may apply to participate as a peer mediator. Students are chosen based on their commitment and interest. The peer mediation club is a group of students in grades 9 through 12 who provide a service to their fellow peers at OHHS. They are trained as impartial Peer Mediators to help guide their peers through a resolution process to settle disputes. Students must commit to attend a training session before being paired to serve as mediators. Peer Mediation is an excellent activity for students to have on their resume! Students who are interested in a career in counseling, social work, and/or psychology would benefit from the experience of being a peer mediator.

SADD - The SADD (Students Against Destructive Decisions) chapter at Oak Hills was established to create an awareness of the dangers of alcohol, other destructive decisions, and killers of young people. Meetings are held and our SADD chapter is involved in activities to promote student awareness of destructive decisions.

Science Club (Est. 1959) - The Science Club meets every other Friday. Membership is open to all Oak Hills High School students. The purpose of the Science Club is (1) to provide extracurricular experiences for the members of the organization and the school at large; (2) to provide an opportunity for scientific research, engineering and computer research, both formal and informal, through projects, testing, or discussion culminating in competitions and seminars in the professional community; (3) to promote science (including environmental and ecological issues) in the school and community; and (4) to provide service projects for the school and community.

Spanish Club - The Spanish Club is an organization designed to promote interest in the Spanish language and Hispanic culture. All students of Spanish may interact in this group which meets once a month after school.

Spanish Honor Society - The Spanish Honor Society is a national organization sponsored by the American Association of Teachers of Spanish and Portuguese (AATSP). Its purpose is to recognize outstanding achievement among high school Spanish students in their third

year of language study and beyond.

Speech Club - Speech Club is an organization for the experienced or inexperienced speaker who is looking for intensive training in public speaking and oral interpretation. Club members have the opportunity to earn membership status in the National Forensic League, an educational honor society founded in 1925. Club members will have the opportunity to put public speaking and acting skills to use by participating in National Forensic League and Ohio High School Speech League contests with schools from around the state and possibly the nation. Contests are held in Impromptu, United States Extemporaneous Speaking, Foreign Extemporaneous Speaking, Original Oratory, Dramatic and Humorous Interpretation, Propose Poetry Compellations, and Duo and Duet Acting. Becoming a member of speech club will help students make new friends, develop new skills, gain membership into a well known honor society, and enhance college applications. Students are encouraged to take the Advanced Speech & Performance class as a supplement to this club.

Student Council - Student Council strives to maintain an outstanding school by promoting student understanding, enjoyment, and cooperation of students and faculty. Student council is composed of leaders who represent the entire student body. Every student is eligible and encouraged to "participate" in council. Leadership is fostered and developed through active participation with this group. Student Council meets on Monday and Friday during advisory.

Tartan - The school newspaper, *The Tartan*, is printed monthly and contains community, school, and entertainment news. *The Tartan* staff meets fourth bell every day. **While this is a non-credit class, staff members are expected to make a serious commitment to producing a quality monthly newspaper. Journalism class is not required but encouraged. Current or former journalism students will get priority in selection for the staff.** You can also make valuable contributions to the Tartan with skills in web design, graphics, photography, and cartooning without being on the staff full-time.

Solicitation & Sales by Students

School related solicitation/sales by students on or off campus must have prior written approval from a principal and the OHLSD treasurer. Any and all sales must be sponsored by the school and/or a student organization. All money collected during these sales must be deposited into a school account. Solicitation includes but is not limited to: clothing of any kind, raffle tickets, food items, trinkets, souvenirs, event tickets, etc.

Students involved in sales that are not sponsored by school:

1. May not collect money, take orders for, or distribute items on the school campus.
2. May not create their own versions of clothing items promoting: school organizations, upcoming events, trips, etc. with the intent of groups of students wearing these

items at school.

Discrimination and District Policy

The Oak Hills Local School District affirms that no person shall, on the basis of sex, color, national origin, or handicap be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity conducted under its auspices.

This shall extend to employees therein and to admission thereto. Inquiries concerning the application of this policy may be referred to the following coordinators at 6325 Rapid Run Rd. Cinti., OH 45233 (513-574-3200):

Sonny Tudor, Title VI Coordinator (race, color, and national origin discrimination), Title IX Coordinator (sex discrimination)

Rachel Searcy, Section 504 Coordinator (handicapped discrimination)