

# STARK COUNTY JUNIOR SENIOR HIGH SCHOOL

2024 - 2025

***“PRIDE AND EXCELLENCE”***

**Home of the Rebels**



Principal: Miss Megan McGann

Assistant Principal: Mr. Michael Jenkins

Counselor: Mrs. Patti Simmons

Interim Counselor: Ms. Shannon Westphal

Special Education Coordinator: Mrs. Marci Jett

School Social Worker: Miss Erin Hardigan

School Colors: Red, Black, and White

School Mascot: Rebels

**This Student Planner belongs to:**

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*\*\*This handbook is an overview of school procedures. All board policies governing the district are available to the public at the district office or at [www.stark100.com](http://www.stark100.com). The handbook may be amended during the school year.*

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**MISSION STATEMENT**

**Here at Stark County, a diverse community of learners, with a rich tradition of excellence, I will actively participate in a safe and engaging learning environment where my needs and aspirations are customized. I will accomplish academic success, experience personal growth and increase social responsibility.**

**VISION STATEMENT**

**I will graduate Stark County Schools ready to positively contribute to a global society. I am the Pride and Excellence of Stark County.**

Stark County Junior High/High School uses several modes of communication to keep students, parents, and community members informed. You can view updates and information at:

- Website: [www.stark100.com](http://www.stark100.com)
- Facebook
- Instagram
- X (Twitter)
- School Messenger: (Phone and email alert system)

**For more information regarding the following, please refer to the district website: <http://www.stark100.com>**

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**2024 - 2025 School Calendar**

2024

August 13	Tuesday	Teacher Institute
August 14	Wednesday	Teacher Institute
<b>August 15</b>	<b>Thursday</b>	<b>First Day – All Students</b>
<b>September 2</b>	<b>Monday</b>	<b>LABOR DAY - NO SCHOOL</b>
September 25	Wednesday	SIP – ½ Day for all students
<i>October 11</i>	<i>Friday</i>	<i>End of Quarter 1</i>
October 15	Tuesday	Parent Teacher Conferences
October 17	Thursday	Parent Teacher Conferences
<b>October 18</b>	<b>Friday</b>	<b>NO SCHOOL</b>
October 30	Wednesday	SIP – ½ Day for all students
<b>November 5</b>	<b>Tuesday</b>	<b>NO SCHOOL - ELECTION DAY</b>
<b>November 27 - 29</b>		<b>THANKSGIVING BREAK</b>
<i>December 19</i>	<i>Thursday</i>	<i>End of Semester 1</i>
<b>December 20 - January 3</b>		<b>WINTER BREAK</b>


2025

<b>January 6</b>	<b>Monday</b>	<b>Teacher Institute</b>
January 7	Tuesday	School resumes for all students
<b>January 20</b>	<b>Monday</b>	<b>NO SCHOOL - MLK JR DAY</b>
<b>February 17</b>	<b>Monday</b>	<b>NO SCHOOL - PRES. DAY</b>
February 26	Wednesday	SIP – ½ Day for all students
<i>March 7</i>	<i>Friday</i>	<i>End of Quarter 3</i>
<b>March 21</b>	<b>Friday</b>	<b>NO SCHOOL - Teacher Institute</b>
<b>April 14 - 21</b>		<b>SPRING BREAK</b>
April 22	Tuesday	School Resumes
April 30	Wednesday	SIP – ½ Day for all students
May 23	Friday	<b>Last Day of School &amp; End of Q4</b>

*\*Last day for Seniors/8th Grade and Graduation/Promotion dates will be released during the 2024-25 school year.*

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**BELL SCHEDULE**

REGULAR SCHEDULE (47 min classes)				HEAT/WEDNESDAY EARLY RELEASE (1:45 Dismissal)			
Schedule 1				Schedule 2			
1st Hour/Ann.		8:00 - 8:51		1st Hour/Ann.		8:00 - 8:40	
Advisory		8:55 - 9:20		Advisory		8:44 - 9:09	
2nd Hour		9:24 - 10:11		2nd Hour		9:13 - 9:49	
3rd Hour		10:15 - 11:02		3rd Hour		9:53 - 10:29	
A LUNCH		B LUNCH		C LUNCH			
A Lunch: 11:06 - 11:36		4	11:06 - 11:53	4	11:06 - 11:53		
4	11:40 - 12:27	B Lunch: 11:57 - 12:27		5	11:57 - 12:43		
5	12:31 - 1:18	5	12:31 - 1:18	C Lunch: 12:47 - 1:18			
6th Hour		1:22 - 2:09		6th Hour		12:27 - 1:03	
7th Hour/Ann.		2:13 - 3:00		7th Hour/Ann.		1:07 - 1:45	
LATE START SCHEDULE (10:00 AM Start Time)				HALF DAY/SIP SCHEDULE - No Advisory (11:00 Dismissal - To Go Lunch)			
Schedule 3				Schedule 4			
1st Hour/Ann.		10:00 - 10:36		1st Hour/Ann.		8:00 - 8:23	
2nd Hour		10:40 - 11:14		2nd Hour		8:27 - 8:49	
3rd Hour				3rd Hour		8:53 - 9:15	
4th Hour				4th Hour		9:19 - 9:41	
5th Hour				5th Hour		9:45 - 10:07	
6th Hour				6th Hour		10:11 - 10:33	
7th Hour/Ann.				7th Hour/Ann.		10:37 - 11:00	
A LUNCH		B LUNCH		C LUNCH			
A Lunch: 11:18 - 11:48		4	11:18 - 11:52	4	11:18 - 11:52		
4	11:52 - 12:26	B Lunch: 11:56 - 12:26		5	11:56 - 12:30		
5	12:30 - 1:04	5	12:30 - 1:04	C Lunch: 12:34 - 1:04			
3rd Hour		1:08 - 1:42		3rd Hour			
6th Hour		1:46 - 2:20		6th Hour			
7th Hour/Ann.		2:24 - 3:00		7th Hour/Ann.			
ADVISORY ASSEMBLY (Advisory Assembly)				WEDNESDAY PEP ASSEMBLY (1:45 Dismissal)			
Schedule 5				Schedule 6			
1st Hour/Ann.		8:00 - 8:47		1st Hour/Ann.		8:00 - 8:37	
2nd Hour JH (HS Assembly)		8:51 - 9:35		2nd Hour		8:41 - 9:15	
2nd Hour HS (JH Assembly)		9:39 - 10:23		3rd Hour		9:19 - 9:53	
3rd Hour		10:27 - 11:11		6th Hour		9:57 - 10:31	
A LUNCH		B LUNCH		C LUNCH			
A Lunch: 11:15 - 11:45		4	11:15 - 11:59	4	11:15 - 11:59		
4	11:49 - 12:33	B Lunch: 12:03 - 12:33		5	12:03 - 12:47		
5	12:37 - 1:21	5	12:37 - 1:21	C Lunch: 12:51 - 1:21			
6th Hour		1:25 - 2:09		7th Hour		12:25 - 12:58	
7th Hour/Ann.		2:13 - 3:00		Assembly		1:00 - 1:45	
SIP DAY SCHEDULE - WITH ASSEMBLY (11:00 Dismissal - To Go Lunch)							
Schedule 7							
1st Hour/Ann.		8:00 - 8:20					
2nd Hour		8:23 - 8:36					
3rd Hour		8:39 - 8:52					
4th Hour		8:55 - 9:08					
5th Hour		9:11 - 9:24					
6th Hour		9:27 - 9:40					
7th Hour		9:43 - 9:56					
Transition to HS Gym Assembly		9:56 - 10:00					
Assembly		10:00 - 11:00					

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**ACADEMICS**

Please see the [SCJSHS Curriculum Guide](#) for additional information regarding course selections for high school.

**GRADING**

SC 100 believes that grades are a reflection of mastery. Grades will be recorded in Skyward on a consistent and regular basis over the course of the grading period. This provides information for teachers to aid in planning instruction; for students to know where they are at in their learning; for families to gauge progress; and for teachers to drive PLC discussion.

SCJSHS Grading Policy:

1. No participation, completion, compliance, or extra credit grades will be documented in Skyward. Homework will be documented in Skyward under the “Formative” category.
2. Students will have 1-3 Formative and/or Summative grades entered into Skyward per week. The number of Summative grades per quarter/semester will be determined by the course instructor.
3. Courses will implement Weighted Categories:
  - a. Junior High: Teachers will implement a 40/60% formative/summative weighted category based on their own classroom requirements.
  - b. High School: Teachers may choose either 40/60% or 30/70% formative/summative weighted categories based on their own classroom requirements.
    - i. Individual Summative Assessments will make up the higher percentage of the ratio. For example, if a teacher chose to implement a 40/60%, all formative grades would be weighted at 40% and all summative grades would be weighted at 60%.
  - c. Dual Credit: Dual Credit teachers will implement set grading criteria required by the Dual Credit University/College.
  - d. Junior High/High School Exemption: Performance based/Individualized Education classrooms (Fine Arts, PE/Weights, Special Education) may implement an adjusted grading system based on their course content and students’ needs with administrative approval prior to the start of the school year.

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4. No changes to Skyward Gradebook will be made once a course has begun. All course details will be stated in the teacher's course syllabus.
5. Students, Parents/Guardians will receive all relevant course-specific grading guidelines (syllabus, beginning of course handouts, etc.) at the beginning of the course and follow them with fidelity.

Additional requirements and specifics regarding assignments, tests, and make-up work can be found in each individual teacher's course syllabus and course policy.

Grades will be calculated as a semester average. Fall semester grading will end on the last day of school in December, and spring semester grading will end on the last day of school in May. Semester honor roll will be determined at the end of each semester.

### **REPORT CARDS**

The report card gives a scholastic progress report as well as the attendance report and is issued four times a year, at the end of each grading period. Hard copies will be delivered during parent conferences in the Fall. All other report cards will be delivered electronically. Additional hard copies will be mailed upon request.

Our grading system is as follows:

A 90 - 100  
B 80 - 89  
C 70 - 79  
D 60 - 69  
F 0 - 59

WF - Withdraw Failing  
P - Pass  
M - Medical Excuse (PE)  
E - Exempt (PE)  
I - Incomplete

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**PLAGIARISM/CHEATING**

A form of cheating that involves presenting, as one's own, the ideas or work of another. Plagiarism is not a question of intent. Any use of the content or style of another's intellectual product without proper recognition of the source constitutes plagiarism. Cheating and/or plagiarism is not acceptable and will result in disciplinary action.

Artificial intelligence or "AI" is intelligence demonstrated by computers, as opposed to human intelligence. "Intelligence" encompasses the ability to learn, reason, generalize, and infer meaning. Examples of AI technology include ChatGPT and other chatbots and large language models. AI is not a substitute for schoolwork that requires original thought. Students may not claim AI generated content as their own work. The use of AI to take tests, complete assignments, create multimedia projects, write papers, or complete schoolwork without permission of a teacher or administrator is strictly prohibited. The use of AI for these purposes constitutes cheating or plagiarism. In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator. Students may use AI as authorized when written into their Individualized Education Program (IEP). Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies. In order to ensure academic integrity, tests, assignments, projects, papers, and other schoolwork may be checked by AI content detectors and/or plagiarism recognition software. Violations will be reported directly to the Administration.

**DUAL CREDIT**

Students enrolled in any dual-credit course will be held accountable to BOTH Stark County AND Blackhawk academic expectations and standards.



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**DISCIPLINE**

**SCJSHS VISION FOR STUDENT CARE**

*At SCJSHS, we have shared ownership and consistency of care so that children can achieve success more frequently. The foundation of our thinking is based on grace and accountability. Grace is the relationship that is unconditional for every child, even when they try to reject us. Accountability is the ability and willingness to problem solve with children when they make a mistake. This helps children increase critical thinking skills, resilience, and ability to overcome mistakes, which improves self-confidence and effort. We achieve success through protecting children from what they can't manage, teaching the skills they are missing, and assigning appropriate consequences. We know that when children struggle repetitively in behavior, it is about a missing skill and not an adult inadequacy. We are committed to this process to help children achieve success across all settings.*

**BEHAVIOR EXPECTATIONS**

Student behavior expectations apply to all school settings. Teachers may implement classroom rules to facilitate a safe learning environment and promote classroom unity.

Administration and Staff, when warranted, on a case by case basis may utilize one or more of the consequences listed below (not limited to and subject to change):

- Notifying parent(s)/guardian(s)
- Disciplinary conference
- Withholding of privileges
- Temporary removal from the classroom
- Return of property or restitution for lost, stolen, or damaged property
- In-school suspension, Recovery Room
- Classroom, after-school, lunch detention
- Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs

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- Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules
- Suspension of bus riding privileges
- Out-of-school suspension from school and all school activities
- Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years
- Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law
- Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), “look-alike,” alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies
- Social Eligibility: Students on social probation will not be able to attend extracurricular activities including: dances, athletic events, and public performances that are not a part of the regular classroom curriculum.
- May receive a zero, incomplete, or a stipulated re-take on an assignment or assessment involving academic dishonesty.
- Other disciplinary action as deemed appropriate by the Administration

**EXPECTATIONS OF STUDENTS, PARENTS, AND STAFF**

**Students are expected to:**

- Treat others, both students and staff with respect
- Follow the school discipline code, and to be responsible for your own actions
- Attain the best level of school achievement
- Respect the rights of other students and all adults.
- Know the reasons for and methods of discipline

**Parents are expected to:**

- Take an active interest in school progress and attend

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- conferences and special school activities whenever possible
- Cooperate with the school in fulfilling recommendations made and in carrying out disciplinary actions taken in the best interest of your child
  - Be responsible for your child’s regular school attendance and teach your child respect for the law and the rights of others
  - Plan a time and place for homework and encourage good study habits
  - Be proactive by reviewing student expectations on a regular basis

**Teachers are expected to:**

- Treat students, parents, and staff in a respectful manner
- Provide the best possible education through a positive classroom environment
- Be available to talk with staff, students, and parents
- Enforce the rules of the school in and out of the classroom
- Post, distribute, and discuss rules and consequences for classroom behavior

**DRESS AT SCHOOL AND SCHOOL ACTIVITIES**

At Stark County Junior Senior High School, our Dress Code Policy is expected to be followed by all students. Our Dress Code is committed to providing a safe and orderly learning environment.

Inappropriate dress will be determined by the School Administration. Students in violation of the Dress Code will be unexcused from class or classes until appropriately attired. Repeated offenses will result in further disciplinary action.

A student’s appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. A student’s dress and general appearance should not be so extreme that it draws attention to the student, nor should dress and appearance detract or interfere with the teaching and learning in the classroom. Dress and appearance must not constitute a threat to the safety or health of self or others. Students who disrupt the educational process or compromise

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standards of health and safety must modify their appearance. Dress and appearance must be such that all students are covered from shoulder to mid-thigh.

No clothing will be allowed that contains messages that are derogatory to a gender, race, color, religious creed, sexual orientation, national origin, ancestry, age, a physical or mental impairment or culture. Nor shall any clothing display any vulgar, lewd, indecent or offensive material. Clothing must not advocate unhealthy behavior or dangerous practice (includes no graphics/text containing sexual connotations, controlled substances or violence). Appropriate, safe footwear must be worn at all times.

**BOOK BAGS/PURSES**

Book bags and purses are to be used to carry materials to and from school. They are not to be carried from class to class during the regular school day unless permission is granted by the Administration for special circumstances or it is noted in a student's Individualized Education Plan (IEP).

**DRUGS/ALCOHOL**

Contraband drugs, drug paraphernalia, alcohol, tobacco, e-cigarettes, vapes, vape pens, other vaping devices or illegal drugs are **not** allowed on school grounds, on school buses, or at school sponsored activities. Possession or use will result in disciplinary action. The appropriate authorities will be contacted. Vape detectors are installed in all JH and HS bathrooms. Any student who is in the bathroom when the vape detector goes off, will be considered in violation of school policy and subject to be searched and appropriate discipline action according to BOE policy 7:140 and 7:190.

**BULLYING, INTIMIDATION, AND HARASSMENT POLICY**

Bullying includes cyberbullying and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;

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3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the service, activities, or privileges provided by a school .

Bullying, intimidation, harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important district and school goals.

To report bullying or detail additional bullying information, please reference forms and flowcharts at [stark100.com/bullying](http://stark100.com/bullying). All bullying reports and acts deemed as bullying will be handled directly by Administration.

Please refer to Board Policies 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, and 7:20, *Harassment of Students Prohibited*, for more information.

### **TECHNOLOGY/CELL PHONE**

Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smart phone, audio or video recording device, personal digital assistant (PDA), iPod, iPad, laptop computer, tablet computer, Chromebook, AirPods, earbuds, headphones, smart watches, pocket pagers, other paging devices, or other similar electronic device except with the express permission of the building principal or classroom teacher.

During instructional time, which includes all instructional class periods, teachers may implement the expectation that electronic devices must be kept in a common space (phone hangers, teacher storage, etc.) unless: (a) permission is granted by an administrator, teacher, or school staff member; (b) use of the device is provided in a student's individualized education program (IEP) or 504 plan; or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals. In case of an emergency, electronic devices will accompany teachers and students to a safe location.

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Students are allowed to use electronic devices during non-instructional time, which is defined as before and after school, and/or during the student's lunch period. Junior High students are asked to keep phones out of sight and/or in their lockers at all times, including during passing periods and in the hallways/bathrooms. Parents are asked to contact the front office if they need to communicate with their child outside of before/after/lunch. Students will be allowed to utilize the front office phone, if necessary.

Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in hallways, locker rooms, or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting).

The school and school district are not responsible for the loss, theft, or damage to any electronic device brought to school. Students in violation of this procedure are subject to the following consequences:

1. First Offense – The device will be confiscated by school personnel. A verbal warning will be assigned. The student will receive the device back at the end of the day in the school office.
2. Second Offense – The device will be confiscated by school personnel. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office.
3. Third and Subsequent Offense – The device will be confiscated by school personnel. The student will be assigned a detention. The student's parent/guardian will be notified and required to pick up the device in the school office. The student will also face consequences for insubordination and be required to turn in their cell phone to the office each morning to be picked up at the end of the day.

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School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination. (For more information, see Board Policy 7:140.)

**Access to Student Social Networking Passwords and Websites**

School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

School officials may not request or require a student or his or her parent/guardian to provide a password to other related account information to gain access to the student's account or profile on a social networking website.

**Chromebook & Network Expectations**

All use of Stark County's electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. It is essential for all students to have access to electronic devices and networks as part of the District curriculum. The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

**Network Privileges**

The use of the District's Internet and electronic network is a privilege, not a right, and personal inappropriate use will result in a cancellation of those privileges. The system administrator will make all decisions regarding whether or not a user has violated this Authorization and may deny, revoke, or suspend access at any time.

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**EXTRACURRICULAR ELIGIBILITY**

Please reference the Stark County Unit School District #100 Extracurricular Code for all specifics regarding extracurricular eligibility.

**SC All School Eligibility**

All school eligibility applies to attending Stark County events such as: sports, dances, productions, etc. This applies to any games at SCHS, SCJH or Athletic Complex. This is a separate eligibility requirement from IHSA and the IESA.

1. At the end of the grading period, students earn points based on their GPA for that grading period. (i.e. GPA 2.8 x 10 = 28 Pts.)
2. For every tardy and absence, students are deducted 1 pt. from their total
3. Student must have 18 total points to be eligible for the entire next grading period
4. Boosters will be available at the beginning of each new grading period. Students with only 1 tardy, no absences, and no suspensions for the first 3 weeks of the grading period will become eligible unless they have violated the following:
  - a. Students failing 2 or more classes at the end of the grading period will not be eligible for the following grading period. (example: Fail 2 or more classes the 1st grading period, student will be ineligible to attend any event the 2nd grading period)
  - b. Students with 2 or more suspensions in a grading period will not be eligible the following grading period.
  - c. Students suspended for fighting in a grading period will not be eligible the following grading period.

**IESA Scholastic Eligibility**

- A student shall be doing passing work as determined by the local school district in all school subjects and the school shall certify compliance with this By-Law. Use of a player, contestant, or participant shall be deemed such certification.
- For all IESA activities, athletic as well as non-athletic, passing work shall be checked weekly. Eligibility will be applied to the Monday through Saturday following the week that was checked. Students



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must be passing each subject each week to be eligible. Grades shall be cumulative for the school's grading period.

- For fall sports, the first eligibility check shall be made following the first full week of attendance at the beginning of the school year. During the succeeding weeks of the school year, the eligibility check shall begin the week prior to the first contest in an activity.

### **IHSA Scholastic Eligibility**

- You must pass twenty-five (25) credit hours of high school work per week. Generally, twenty-five (25) credit hours is the equivalent of five (5) .5 credit courses (2.5 full credits).
- You must have passed and received credit toward graduation for twenty-five (25) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

## **ATTENDANCE**

**Attendance is a key factor in student achievement and success in education. Regular attendance at school is the responsibility of each individual student and his/her parents or guardian.**

### **General Attendance Policies:**

- Three (3) or more consecutive days of absence from school may require a doctor's excuse to return to school.
- A student CANNOT enter or leave the school facilities during the school day without securing permission from the main office.
- A student may not attend or participate in an extra-curricular activity unless he/she has attended school for at least half of the school day. All exclusions must be approved by the administration.

### **Procedures when Absent:**

- Parents/guardians should contact the school by 9:00 AM on the date of absence. If a phone call is not provided, the absence will be unexcused.
- It is suggested that the student reach out to teachers and inquire about class activities and work.

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**Excused Absence**

The student is absent from school with a valid reason for which the school approves. Excused absences include: illness, observance of a religious holiday or event, death in the immediate family, family emergency, situation beyond the control of the student, circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, attending a military honors funeral to sound TAPS, or other reason as approved by the building principal. All absences must be called in to the office for "excused" approval. Stark County Schools recognize that on occasion students may miss school for extenuating circumstances, other than illness or a death in the immediate family. The student is permitted to make up for his/her missed work. Each year, students will be allowed nine (9) incidents of absence due to medical reasons that may be certified by a parent note or phone call. Any additional absences will require a physician's excuse, per each event, or the absence will be classified as unexcused. Absences not confirmed "excused" by a parent call or doctor's note within 48 hours will remain "unexcused". Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school. All other absences are considered unexcused. Pre-arranged excused absences must be approved by the building Principal.

**Unexcused Absence**

Chronic or habitual truant" shall be defined as a child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for 5% or more of the previous 180 regular attendance days (equivalent to 9 school days). After 9 total absences for the year, a letter is sent to parents stating the status of current absences, and all further absences will require a physician's note in order to be "excused". If excessive or unexcused absences continue, a letter will be sent to the parents at 5 days, 10 days. At 15 and 20 days, a letter, home visit, and home contact will be completed. At 20 absences, students are at risk of having

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their enrollment dropped at their assigned school and administration may notify the Regional Office of Education's Truancy Office.

**Pre-Arranged Absence**

Pre-arranged (approved) absences will be considered as one (1) "Parent Approved" absence day. The Pre-Arranged Request form must be filled out and approved prior to the date of absence. This form is available on our stark100.com website, under the PARENT & COMMUNITY and FORMS tab. Pre-arranged absences will be granted under the following guidelines: The Request for Pre-Arranged Absence Form is completed and returned to the office at least 48 hours prior to the absence. Excused absences will be limited to five (5) days total for the school year for non-illness related requests. Previously assigned work that is due during this period of absence is due to the teacher on or before the day of the absence. All work/assignments sent with the student is due on the day of the return. Tests covering assignments completed during the period of absence must be taken on the first day the student returns. Pre-arranged absences must be approved by the Principal. Absences beyond 5 days will be listed as "unexcused".

Due to the changing nature of the school work, providing all homework in advance may not be possible. Your child's teachers may choose to provide some homework in advance and complete the remainder upon your child's return to school. This is due to specific active learning experiences that cannot translate into paper/pencil activities.

**BUILDING OPERATIONS**

At Stark County, we take pride in our school learning environment. It is the responsibility of all students and staff to keep our hallways, classrooms, bathrooms, and school grounds neat and clean. Damage of school property and/or vandalism will be referred directly to School Administration.

**BUILDING HOURS**

The school building will be open from 8:00 AM to 3:00 PM on regular school days. Students are not permitted in the hallways before 7:30 AM unless they have a pass from a teacher.

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### **CLOSED CAMPUS POLICY**

Stark County Junior Senior High School has a “closed” campus policy. Once students arrive at school, they are to remain on school property until school is out, or they are properly authorized to leave by checking out in the main office. Policies on the utilization of various parts of the school property will be developed as the need dictates. No one is to be in the parking lot or enter a vehicle during school hours, unless permission is granted by office personnel. Leaving school without permission will result in disciplinary action deemed appropriate by Administration.

### **SERVICE DEPARTMENTS**

**Health Services:** The school nurse is located in Room 116 and is available from 8:15 am - 1:15 pm, Monday-Friday.

- **Accidents/Illness:** Parents/Guardians will be notified of any injury or illness that appears to warrant such action.
  - Concussions and Head Injuries: Students of athletes must comply with Illinois’ Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the IHSA and/or IESA before being allowed to participate in any athletic activity, including practice or competition.
- **Medication:** All medications must be stored in the nurse’s office and will be administered by a school nurse or school official.
- **Suicide and Depression Awareness and Prevention:** Stark 100 takes its role very seriously in educating parents and students about suicide prevention and awareness. For additional information regarding Stark 100’s Suicide and Depression Awareness & Prevention,, see board policy 7.290. For immediate assistance call 1-800-273-8255 or text HOME to 741-741.
- **SEL Support:** The School Counselor is located in the front office of SCJSHS. The School Social Worker is located in JH Room 202. The Behavioral Therapist is located in JH Room 305 on Mondays, Wednesday, and Fridays.

### **STUDENT DRIVERS**

Students are permitted to have cars on campus during the academic year provided that the following regulations are met:

1. All student automobiles must be registered with the office.
2. Cars must be parked in designated areas.

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3. Students may not go to their cars during the school day without office approval.

### **HALLWAYS**

With many students in the hallways between classes, before and after school, and at lunch, courtesy is expected from everyone so that all students may get to their next location within the passing period. Students in hallways during passing periods must have a visible pass stating their purpose and destination.

### **LOCKERS**

Your locker is your home base. It is to be kept clean, locked, and unmarked on the inside and outside. Do not give your locker combination to anyone. Student lockers are the property of Stark County CUSD #100 Schools, and school personnel reserve the right to inspect these lockers at any time with or without the presence of the student. Any materials left in the lockers after school has been dismissed for the summer will be removed and recycled.

### **CAFETERIA AND LUNCH PERIODS**

Each student is assigned to one of three lunch periods. Your lunch period is indicated on your schedule. Food from an outside vendor may not be brought in or delivered to the school by the vendor, parent/guardian, or outside entity. Hot Lunches are served during all three lunch periods. Students who do not wish to eat hot lunch may bring a sack lunch from home or purchase food from a la carte options. All lunch funds must be added to a student's account via Skyward. Students may not charge purchases to their account without funds available. All students must remain in the building during lunch hours.