



**High School
Handbook
for Students & Parents
2024-2025**

Mariemont High School

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1. **INFORMATION ABOUT THE DISTRICT** - The Mariemont City School District is located on the east side of Cincinnati, Ohio, and includes the villages of Fairfax, Mariemont, Terrace Park, and the unincorporated areas of Plainville and Williams Meadows. The district can trace its founding to April 14, 1879.

Quick Facts about the District:

- Mariemont City Schools consists of four schools, serving grades K-12 (with independent preschool programs available): Mariemont High School, Mariemont Junior High School, Mariemont Elementary School, and Terrace Park Elementary School. Total enrollment is approximately 1,632 students.
- The district employs approximately 200 certified and classified staff. General administration consists of the Superintendent and treasurer.
- The Mariemont City School District is an equal opportunity employer regardless of race, religion, age, sex, national origin, or disability.
- The district completed a long-term facilities plan in 2012, with extensive renovations at both elementary schools, construction of a new junior high school building in Fairfax, and renovations to part of the high school building. Mariemont Elementary School, Terrace Park Elementary School, and Mariemont Junior High School celebrated Buildings with dedication ceremonies on Sunday, September 9, 2012. The Mariemont City School District approved a master plan for the high school building in 2017-18 with construction on a new academic wing and extensive renovations to the arts and athletics wings of the building. The new academic wing opened to students and staff in the fall of 2020, while the arts and athletics spaces were completed by the fall of 2021.

For more information about the district, please view the [District's Quality Profile](#).

Tradition of Excellence

- The Mariemont City School District continues to achieve excellence.
- A district school has earned the distinction of being named a Blue Ribbon School of Excellence by the Department of Education seven times. Mariemont High School has received the designation four times (1984, 1988, 2001, 2005) while Terrace Park Elementary earned the award in 2004, Mariemont Elementary earned the award in 2018, and Mariemont Junior High School earned the award in 2021.

Student Achievement

- Mariemont High School has produced National Merit Commended Students, Semifinalists, and/or finalists each year since 1959
- The Class of 2023 submitted a total of 613 college applications and received over \$15 million in scholarship offers from colleges and independent sources
- Mariemont High School Students combined for an average ACT score of 25 in 2023, compared to the state average of 20 and the national average of 21.
- There are 21 Advanced Placement courses available to Mariemont High School Students; 85% of MHS students who took an AP exam in 2023 earned college credit by scoring a 3 or higher; 10 MHS AP courses had an exam passage rate of 100%
- Mariemont City Schools ranked #1 in Hamilton County, #1 in the region and #7 in the state of Ohio for overall academic achievement (2023 Ohio state test results)
- All four Mariemont City Schools buildings ranked in the top-10 of the region and the top 2% of the state (out of 3,203 schools) for overall academic achievement (2023 Ohio state test results)
- Mariemont City Schools ranked in the top 10% of the state for year over year student improvement (2023 Ohio state test results)
- Mariemont City Schools ranked #1 in the region for gifted opportunities and performance (2023 Ohio state test results)
- Mariemont City Schools ranked #1 in the region and #5 in the state for early literacy achievement (2023 Ohio state test results)

Every Student Succeeds Act

- Mariemont City Schools is in compliance with the ESSA requirement to have a plan for keeping schools safe and drug-free that includes appropriate and effective discipline policies, security procedures, prevention

activities, a student code of conduct, and a crisis management plan for responding to violent or traumatic incidents on school grounds.

Central Office

- The Mariemont City Schools Central Office is located at: 2 Warrior Way Cincinnati, OH 45277. Board of Education meetings are held in the Mariemont High School hub (unless otherwise stated on the website). **To review the current Board of Education meetings dates and times, click here.**

2. MISSION STATEMENT, DISTRICT INSTRUCTIONAL VISION

Mission Statement

Work Smart. Create Experience. Embrace Growth

District Instructional Vision

The Mariemont City School District will be a school system centered around students and the work provided to them. We believe:

- Students will be **global learners**.
- Students will have a **well-rounded educational experience**.
- Students will become **deeply committed members of the community and world**.
- Students will be **strong communicators** and work collaboratively with others.
- **Positive relationships** will be strong among staff, students, parents, and the community.
- **Support organizations and volunteers** will be an integral part of our work.
- **High expectations** will define the work of our students and staff.
- **Professional, responsible risk-taking** will be encouraged with students and staff.
- **Data** will be used and analyzed by students and teachers to make informed decisions, promote student growth, and maximize achievement.
- Students' individual **interests and passions** will always drive our work.
- **Continuous improvement** will be ongoing to meet the demands of our ever-changing world.
- **Best practice, well-researched** instructional strategies, and programs will be implemented.
- **Experiences beyond the "normal" school day are important.**
- DISTRICT GOAL, OBJECTIVES & ACTION PLAN

District Achievement Goal

Student success will increase through rigorous curriculum design, instructional best practices, meaningful programming, and purposeful environments that maximize learner autonomy and capacity to thrive in the 21st century.

District Objectives

- Student learning will be enhanced through diverse curricular options and enriching experiences that drive deeper understanding and skill development and supporting global competency.
- Student learning will be maximized through the creation of purposeful, safe physical and virtual learning environments for students and staff that promote communication and collaboration.
- Student learning will be enhanced through instruction and programming that is responsive to assessment results, designed to meet the individual needs of students, and cultivate drive and resiliency.
- Student learning will be maximized through the implementation of innovative instructional practices that stimulate student interests and foster inspiration and passion.

District Action Plan

The work to guide the school district towards the achievement of its goal and objectives is defined each year by the District Action Plan, developed by the Superintendent in collaboration with the administrative team and Mariemont Board of Education. The District Action Plan outlines specific action steps and timelines for the important work of the school district. As a living document, it is not uncommon for adjustments in action steps to be made throughout the school year in

response to student and staff needs, changes in state mandates, and other factors that influence the work of the school district.

[To review the current District Action Plan, click here](#)

Destination 2026

- Today's student, at a glance, looks pretty much the same as the students of yesterday; however, on the inside, this student is really very different. In general, today's student is walking into our classrooms smarter, more experienced and **ready to engage in complex learning experiences**.
- Additionally, today's global society, sparked by rapid technological advances and innovation, is putting new demands on America's workforce. Students must possess a **whole new set of skills and knowledge** to be successful in the future, and those skills change from year to year and decade to decade.
- So, what does this mean for the Mariemont City School District? How do we **prepare the children of Mariemont** for their futures when everything about the future is ever-changing?
- Instruction must be more **intentional and purposeful** than ever before. Schooling can no longer be looked at as an event; rather it must become an experience in which students are **deeply engaged, find passion**, and experience practice in their learning. Students must **think critically and creatively** across disciplines, **collaborate** to problem solve, **understand the global landscape** and their place in it, and **use technology** inside the classroom as much as they do outside of it.
- In response to these ever-changing needs and demands, the Mariemont City School District launched *Destination 2026*, the strategic plan to guide the instructional vision of the district, to explore the knowledge, skills and experiences students will need to **compete globally and succeed consistently in tomorrow's world**.

FOR MORE DETAILED INFORMATION, PLEASE VISIT:

[Destination 2026](#)

3. CODE OF CONDUCT, BEHAVIOR POLICIES, DISCIPLINARY MEASURES

Mariemont Schools Student Code of Conduct

(By law, this statement must be included in the student handbook. It will be enforced when applicable.) Student Conduct Violation by a student of any one or more of the following rules on school grounds or at school activities and events off school grounds may result in disciplinary action, suspension, emergency removal from class or school, and/or expulsion. These rules are not meant to be all-inclusive; a building administrator may use other options if they are deemed more appropriate. All policies referenced in this Code of Conduct are available for review online at <https://www.mariemontschools.org/BoardofEducation.aspx>. Applicable policies of the Board relevant to the conduct described herein are incorporated herein as if fully written. Students are expected to comply with all such policies.

Authority and Adoption:

- This code of regulations is adopted by the Board of Education of the Mariemont City School District in accordance with 3313.661 of the Ohio Revised Code.
- Discipline measures, including student conferences, parent conferences, suspensions, or other appropriate measures, may be utilized.
- Expulsion, suspension, emergency suspension, or removal from curricular or extracurricular activities will be executed in compliance with 3313.66 et seq. of the Ohio Revised Code.
- The Board of Education, pursuant to Ohio Revised Code, Section 3319.41 hereby adopts a policy in which no person employed or engaged as a teacher, principal, administrator, non-certified school employee, or bus driver with the school district may inflict or cause to be inflicted corporal punishment as a means of discipline upon a pupil attending Mariemont Schools or riding a Mariemont bus.
- Any type of prohibited activity listed herein engaged in by a student on school premises, on a school bus, or while in the control or custody of the school district regardless of whether on or off school premises, or at a school-related activity regardless of location, or out-of-school conduct involving a prohibited activity that is directed at the school, its staff students or visitors, or involves prohibited activity for which it is reasonably foreseeable or does in fact cause a substantial disruption, or constitutes a true threat, shall be reason for suspension, expulsion, , removal from school, or other disciplinary action.

General Expectations:

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law affecting students. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community. The Board of Education has zero tolerance of violent, disruptive, or inappropriate behavior by its students.

Respect for real and personal property; pride in one's work; achievement within the range of one's ability; and exemplary personal standards of courtesy, decency, and honesty shall be maintained in the schools of this District. It is the responsibility of students to maintain a classroom environment that:

1. allows teachers to communicate effectively with all students in the class; and
2. allows all students in the class the opportunity to learn;

Academic Integrity: Students are expected to maintain academic honesty at all times. This means they should not engage in any form of cheating, including possessing, selling, transmitting, or receiving test information, answers, or other materials intended for individual completion or preparation. Additionally, students must avoid plagiarism, which is presenting someone else's work as their own, including generative AI, unless authorized under the supervision of a teacher and in accordance with the teacher's instructions.

Alcohol, Drugs, Narcotics, THC & CBD Products: Students are not permitted to engage in any activities involving drugs, alcohol, tobacco, or electronic smoking devices, including possessing, purchasing, selling, transferring, or using such substances or related paraphernalia. This includes possession of items like pipes, containers, cigarettes, cigars, chewing tobacco, E-cigarettes, vaping devices, or refill liquids. Any distribution, simulation, or suggestion of alcohol or drug use, including possession of related electronic devices, is strictly prohibited. Students are also prohibited from possessing, using, transmitting, concealing, or displaying signs of non-medicinal drug, narcotic, or tobacco use on school grounds. Possession of matches, lighters, or similar devices is also forbidden. For further information, see policies 5512 and 5530.

Anti-Harassment: The Mariemont City Schools Board of Education maintains a strict policy against hazing, aggressive behavior, harassment, intimidation, and bullying of students, both on and off District property, including school-related events and vehicles. Students are prohibited from using or directing slanderous, degrading, threatening, menacing, or obscene language or actions towards school employees or fellow students. This includes name-calling and making negative or offensive remarks related to physical or mental characteristics, race, ethnicity, religion, gender, sexual orientation, nationality, appearance, or any other individual traits. Disciplinary actions, such as suspension or expulsion, are enforced for those engaging in such behavior. The Board of Education emphasizes education and fostering an environment where such acts are not tolerated.

Hazing is defined as doing any act or coercing another, including the victim, to do any act **that causes or creates a substantial risk of causing mental or physical harm to any person, including** initiation into any class, team, or organization or **affiliation with any person or group**, or any act to continue or reinstate membership in or affiliation with any class, team, organization, **person or group**, that causes or creates a substantial risk of causing mental or physical harm to any person, including coercing another to consume alcohol or a drug of abuse. No person shall recklessly participate in the hazing of another. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions or consequences.

Harassment, intimidation, or bullying means:

1. any intentional written, verbal, electronic, or physical act, including but not limited to any threatening, insulting, or dehumanizing gesture that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or
2. violence within a dating relationship.

"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

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

Training is provided to staff on prevention and recognition, with prompt reporting of incidents mandated, leading to appropriate disciplinary measures. Civil immunity is granted to those reporting incidents, and retaliation is strictly prohibited. Reporting can be done at any time through various means, ensuring a safe and supportive school environment for all students.

Compliance Officers: Director of HR & District Operations and Director of Student Services. They can be reached at 513-272-7500. Students and parents are encouraged to report instances of hazing, bullying, intimidation, and harassment through the Compliance officers by phone or online at <https://www.mariemontschools.org/BullyingPrevention.aspx>. See Policies 5516, 5517, and 5517.01 for more information.

Assault: Physical or verbal assault against any school personnel, student, or individual within school premises or during school-related activities, while under the supervision of the school, is strictly prohibited. Students are prohibited from engaging in actions that result in physical harm, mental distress, or behavior that may lead to such harm towards school staff, fellow students, or visitors.

Damage or Destruction of Property: Defacing, damaging, or destroying school-owned or private property, whether on or off school premises or in areas under school control, is strictly prohibited. This includes property belonging to administrators, teachers, board members, or any other school-related personnel as well as other students and visitors. Students, while under the supervision of the school, are not permitted to engage in such acts or attempt to do so. Disciplinary measures may include restitution for any damages incurred.

Disrespect/Provocation: Individual or collective demonstrations that disrupt the school program are not permitted. It is unacceptable for students to show disrespect towards teachers or other school authorities. Students are expected to demonstrate courtesy, consideration, and peaceful conflict resolution with both peers and staff members. They must refrain from using profanity, obscenities, gestures, signs, electronic or written messages, and derogatory remarks related to race, religion, gender, and/or sexuality. Additionally, students are expected to uphold honesty and truthfulness, and they should comply with reasonable requests from both peers and adults. Disregarding reasonable directions or commands from school authorities, including school administrators and teachers, is not allowed.

Disruption of School: Students are prohibited from causing disruptions or interference with school activities, whether on or off school premises, including during curricular or extracurricular events. This encompasses any action that knowingly or should reasonably be known to disrupt the academic process or any school-related activity. Such activities include those that significantly disrupt or halt daily school operations, such as incidents resulting in student relocations, large-scale responses from administrators to code of conduct violations, or requiring law enforcement intervention. Students should contribute positively to the classroom environment by avoiding behaviors that disrupt learning. This includes refraining from any activity that interrupts, interferes with, or prevents themselves or others from engaging in instruction and learning.

Dress Code: Students are expected to wear attire that prioritizes the health, safety, and positive image of themselves and the school community. Any clothing or grooming that draws excessive attention, disrupts learning, or contradicts these standards is not permitted. Cleanliness is essential for health and safety. During school activities, attire should not hinder performance or pose health risks to oneself or others. Dress and grooming should not interfere with the teaching and learning environment. Improper or suggestive clothing is prohibited. See Policy 5511 for more information.

Extortion: Extorting money or valuables from a student or school personnel is prohibited. Students are not allowed to intimidate or threaten others to obtain money or items of value, whether explicitly or implicitly.

Falsifying Information: Providing false information to school authorities or forging school-related documents is prohibited. Students are not permitted to knowingly provide false, exaggerated, or inaccurate information during investigations. This includes misleading the administration, retaliating against peers or staff, or corruptly attempting to protect themselves or others during an investigation.

Fighting, Physical Aggression, Horseplay: A student is prohibited from engaging in physical altercations with another student that may result in, or which causes, physical discomfort or harm to other students.

Gambling: Students are not allowed to participate in any form of gambling, whether in person or online.

Insubordination: A student shall follow instructions or directions given by teachers, administrators, or other school staff when a student is at school or participating in school-related activities. It's important for students to respect the authority of school staff and to cooperate with them to maintain a safe and productive learning environment.

Motor Vehicles: Neglecting driving or parking rules on school grounds is prohibited. Students must not operate motor vehicles recklessly or dangerously while on school property, and parking is restricted to designated student lots. Student vehicles may be subject to search, and should therefore be free of illegal items according to the school's code of conduct and the law. Parking is allowed only in assigned spots with the proper permit displayed, and permits cannot be transferred. Bicycles constitute motor vehicles for purposes of this handbook. See policies 5514, 5515, and 5515.01 for more information.

Public Display of Affection: Participating in sexual activity on school grounds is prohibited. Students are expected to avoid any physical contact as couples that may cause discomfort to others nearby or serve as a distraction for themselves and others observing.

Public Indecency: Indecent exposure is not allowed. Students shall not uncover private parts of the body.

Safety: Students are responsible for ensuring the safety of themselves, their peers, and school staff while on school property or participating in school-sponsored events. This means refraining from any behavior, whether intentional or unintentional, that may create a hazardous or unsafe situation for anyone in the school community.

Tardiness & Truancy: A student must not be absent from school or a class unless the absence is permitted under the reasons outlined in the Ohio Revised Code and confirmed by the parent or guardian. Excessive unexcused absences may lead to the student being referred to a student attendance intervention meeting and/or facing truancy charges filed with the Hamilton County Juvenile Court. Prohibited actions include truancy from class or school, as well as tardiness to class or school.

Theft: Stealing or possessing stolen items is prohibited. Students must not take or have in their possession any property belonging to the school or another person. Attempting to steal or assisting another to do so is also prohibited.

Tobacco/Nicotine or Tobacco Stimulating Products: Students are strictly prohibited from using or possessing tobacco or nicotine/tobacco-simulating products in any form. This includes cigarettes, cigars, clove cigarettes, e-cigarettes/vaporizer pens, chewing tobacco, snuff, and any other tobacco products. Additionally, possession of electronic devices or accessories typically utilized for nicotine, such as vape devices, chargers, pods, vaporizers, tanks, oils, coils, and cartridges, is strictly forbidden. Furthermore, any allusion to or insinuation of the use of tobacco/nicotine or tobacco simulating products is also prohibited. Activities involving tobacco stimulating products are strictly prohibited for students. This encompasses purchasing, selling, transferring, or using such substances or related paraphernalia. Possession of items like pipes, containers, cigarettes, cigars, chewing tobacco, E-cigarettes, or refill liquids is strictly forbidden on school grounds.

Trespassing/Loitering: A student is prohibited from accessing school buildings, areas, storage containers such as lockers, desks, and file cabinets, computers or networks, grounds, or sponsored events without proper authorization. Students are not allowed to be on school property outside of operating hours unless they have a specific purpose or permission from a school official to attend or participate in a supervised, school-approved activity. Being present in areas during school hours or outside of school hours without legitimate business or permission from school administration or a teacher is also prohibited. Students shall be in class during class time unless properly excused.

Unauthorized/Inappropriate Use of Electronic Devices: Any individual found in possession of, disseminating, or sharing inappropriate pictures, images, and/or videos acquired via electronic devices during school hours, on school premises, or at a school-related event will face disciplinary action as outlined in this Student Handbook. Dissemination and sharing of such media encompass various platforms, including but not limited to social websites (e.g., Instagram, Snapchat, Tumblr, TikTok, WhatsApp, Facebook), photo-sharing websites (e.g., Flickr, PhotoBucket, Shutterfly), or video-sharing websites (e.g., YouTube, Vimeo).

The use of cell phones or any other electronic gadgets is permitting before and after school, during the lunch break, and in between classes (as long as they do not create a distraction, disruption or otherwise interfere with the educational environment), during after school activities (e.g., extra-curricular activities) and/or at school-related functions. Use of cell

phones and other electronic gadgets, except those approved by a teacher or administrator, at any other time is prohibited and they must be placed into vibrate or silent mode and stored out of sight.

If a student is caught with a cell phone/electronic gadget during a test or exam, they will automatically receive a zero for that assessment. Any unauthorized use of electronic devices during the school day will be dealt with as follows:

1. Upon the first occurrence, the student will receive a warning to put the device away.
2. In case of a second offense, the device will be confiscated and held by the school administration for 24 hours. Additionally, the student will be assigned a detention. School administration will notify the parent/guardian of the offense. If, during the conversation, the parent/guardian expresses a legitimate reason that the student needs their cell phone/electronic gadget outside of school hours, school administration may make alternate arrangements for the student to not have access to the cell phone/electronic gadget during the school day only, in lieu of holding it for 24 hours (i.e., keep it in the school office).
3. Repeated violations may lead to suspensions from school. When a cellphone or other electronic gadget is confiscated, the teacher or other faculty member will bring the device to the office where it will be held in a safe location until the student is permitted to have the device returned. Faculty members will also notify administration and main office staff that an electronic device has been collected.

Additionally, as per the Acceptable Use Policy for technology, unauthorized or illegal use of computers, software, access to computer networks, telecommunications, and related technologies, or any deliberate acts causing physical, financial, or other harm or disruption to information technology by students are strictly prohibited. Personal electronic devices are not to be used on school grounds for engaging in illegal, unwelcome, or illicit communication with others. Moreover, students are prohibited from using the district network for such purposes. Utilizing extensions, apps, or software that circumvent district filters or programs is also not permitted. Compliance with the Acceptable Use Policy is expected at all times, whether the device and/or account is active on or off Mariemont's campus. See policies 5136.01, 7540.06, 7540.03, & 7543 for more information.

Weapons: Conveying or possessing dangerous weapons or dangerous ordinance on school property, or objects which look like weapons or ordinance at school functions or in a school vehicle is prohibited. Weapons violations which shall or may result in expulsion for up to one calendar year. If a student brings a firearm on school property, in a school vehicle, or to any school-sponsored event, the Superintendent shall expel that student from school for a period of one calendar year, and such expulsion, if necessary, shall extend into the school year immediately following the school year in which the incident occurred.

The definition of a firearm shall include any weapon, airsoft guns, starter guns, which will or is designed to, or may be readily converted to expel a projectile by the action of any explosion; including the frame or receiver of any such weapon and any firearm muffler or silencer or any destructive device. The definition of a destructive device includes, but is not limited to, any explosive, incendiary, or poison gas: bomb, grenade, rocket, missile, mine, or similar device.

Students are also prohibited from bringing knives on school property, in a school vehicle, or to any school-sponsored activity and from being in possession of a knife. If a student brings a knife on school property, in a school vehicle, or to any school-sponsored activity, or is found to be in possession of a knife, the Superintendent may expel the student from school. The definition of a knife includes but is not limited to, any sharp cutting instrument consisting of a sharp blade.

See also, policy 5772 concerning weapons **Sales of items.** Unless expressly authorized by a teacher or the administration, a student shall not sell goods or tangible or intangible things of any kind at school or at school events, on campus or off.

Illegal Substance Searches: Please be advised that during the course of the school year, the Mariemont Board of Education reserves the right to engage the appropriate law enforcement authorities to conduct a generalized random search of the school property with the aid of drug-detecting dogs, including searches of lockers and automobiles on the premises. The Board reserves the right to conduct searches during the regular school day, after school hours, and on the weekends. Should the search reveal the presence of drug contraband and/or paraphernalia, the student in possession of the items shall be subject to the school disciplinary code and referred to the appropriate police agency.

Security Cameras: Please be advised that security cameras have been placed throughout the building to assist in providing a safe environment for our students and staff. Video from the cameras may be used when necessary to enforce the student conduct rules and regulations.

Positive Behavior Intervention Supports

The Board is committed to the district-wide use of positive Behavior Intervention and Supports (“PBIS”) with students. Student personnel shall work to prevent the need for the use of restraint and/or seclusion. PBIS emphasizes prevention of student behavior problems through the use of non-aversive techniques, which should greatly reduce, if not eliminate, the need to use restraint and/or seclusion. For more information, please visit:

5630.01 - POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS AND LIMITED USE OF RESTRAINT AND SECLUSION

Behavior Guidelines

1. Students must always be conscious of protecting their personal property, which includes but is not limited to texts, library books, devices, and other items owned by the school board and loaned to the students. If these materials are lost, the student is liable for their return or replacement cost.
2. Students shall have the right to refrain from participating in or attending any form of religious activity, including but not limited to prayers, songs, readings, meditations, and seasonal programs.
3. Student vandalism or misuse of any school property cannot be tolerated. Students shall not put their feet or legs on school furniture. Violators will be subject to disciplinary measures and/or payment for repairs or replacement.
4. Painting of signs and posters must not occur unless in the art area under the supervision of a teacher (before painting elsewhere, students must cover with paper the non-carpeted floor where they will paint).
5. Throwing of objects, such as pencils, snowballs, etc., is not permitted in or around the school.
6. Students must wear safety glasses when appropriate in science classes. This is required by the State of Ohio.
7. Students are expected to behave appropriately in the various areas of the building and grounds. Rowdy, disruptive behavior cannot be tolerated.
8. Students must be out of the building by 4:00 PM unless under the direct supervision of a teacher/coach.
9. The gymnasium is out of bounds for students without adult supervision.
10. High School credits and transcripts may be withheld until a student fulfills an obligation to the school, such as payment of fees, library fines, and return of loaned materials.
11. Classroom phones are NOT available for student use except in emergency situations or for school business.
12. Card playing is not permitted during school hours unless a part of a planned program under the sponsorship of a teacher.
13. Students are not to have food delivered to the school building by an outside vendor or transporter such as Uber Eats
14. Electronic devices such as laser pointing devices or electronic light-emitting devices are not to be used during the school day unless authorized by school personnel.

Violations which may result in Permanent Exclusion from School

1. Conveying or possessing dangerous weapons or dangerous ordinance on school property, at school functions, or in a school vehicle.
2. Trafficking in drugs.
3. Murder or aggravated murder.
4. Voluntary or involuntary manslaughter.
5. Assault or aggravated assault.
6. Rape, gross sexual imposition, or felonious sexual penetration.
7. Felony theft.
8. Complicity in any of the above.

Academic Dishonesty (Cheating/Plagiarism)

1. It is the position of the faculty and administration that cheating is a student behavior which cannot be tolerated at any time. Cheating (including plagiarism) is defined simply as academic dishonesty - the passing off of another's work as one's own.

2. Plagiarism of any sort is not to be tolerated; however, teachers may encounter situations where they must use their own discretion as to the severity of the plagiarism offense. There is an obvious difference between not annotating a line from a source and stealing an entire passage. Both cases should be recognized and an appropriate consequence assigned.
3. Copying of another student's homework is a form of academic dishonesty that will not be tolerated. Both the student's parents and the Principal are to be promptly notified. Teachers will monitor study halls closely in order to preclude student copying of homework.
4. A student, who cheats (or plagiarizes) on an exam, test, quiz, report, paper, or major project, shall receive reduced credit for the entire work in question. Both the student's parents and the administration are to be promptly notified.
5. Procedure to be followed by the faculty:
 - a. When a student has cheated on an exam, test, quiz, report, paper or major project, etc., the student is to be given reduced credit on that piece of work. This grade is to be included with all other averages when determining an "average". (If another student has willingly cooperated in the cheating incident, he/she is equally guilty.)
 - b. The teacher is also:
 1. To call the parent of the student(s) and notify them of the incident.
 2. To send a record of the incident to the Principal, resulting in a meeting with the student(s).

Should a second cheating incident be reported during the academic year, the above procedure will be followed, and, in addition, the student **may be suspended** from school. If further incidents occur, additional suspensions will be assigned. In cases involving homework, a Friday School will be assigned for a 2nd incident.

Anti-Harassment Policy

5517 - ANTI-HARASSMENT

2260 - NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

Bullying Policy

5517.01 - BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR

School Bus Transportation

The driver of a school bus is responsible for the orderly conduct of his/her passengers. While on the bus, the student is under the authority of, and directly responsible to, the bus driver. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for refusing transportation to any student.

Student Conduct on School Buses

Bus Service Behavior Procedure: While riding on a school bus, a reasonable conversation is permissible and may be regulated by the driver. The school bus driver is in charge of the bus at all times and is responsible for the order. He/she should not exclude a student from the bus. He/she will, however, report the unmanageable student to the proper authority. The Mariemont City School District Board of Education is committed to ensuring the safe and efficient operation of its school buses. Passengers on the bus will:

1. Demonstrate same conduct as in the classroom.
2. Not eat or drink on the bus
3. Cooperate and follow the driver's directions
4. Stay in his/her assigned seat

Please note that all other student code of conduct rules apply.

Disorderly conduct is sufficient reason for refusing service to any student. Whenever it becomes necessary to refuse a student transportation, the school authorities will notify the parents. Please note that all other student code of conduct rules applies.

Suspension of Bus Riding Privileges

5610.04 - SUSPENSION OF BUS RIDING/TRANSPORTATION PRIVILEGES

Disorderly conduct is sufficient reason for refusing service to any student. Whenever it becomes necessary to refuse a student transportation, the school authorities will notify the parents.

NOTE: The right to ride the school bus is determined by a student's residence. The Board of Education and state law dictate who is allowed to ride a bus to and from school. Such eligible students will be issued a bus pass as proof of authorization to get on the school bus. Students are to ride the designated bus only, and must board and get off the bus at the assigned stop.

Students not entitled to bus privileges are not to ride the bus to accompany friends home, pay visits, etc., unless approved by the principal.

Dress & Hygiene Policy

The Board of Education and administration of Mariemont School District are committed to establishing and enforcing dress code guidelines appropriate for a school environment. All clothing must adhere to the following guidelines:

- All clothing referencing illegal drugs, violence, alcohol, tobacco, double entendres or having slogans or logos that are racist, sexist, offensive or promoting practices considered inappropriate for high school students will not be permitted.
- All shirts must have straps at least 1/2-inch in width.
- Shirts must cover the midriff with no stomach or cleavage exposed.
- Clothing must cover the back and buttocks.
- Undergarments must not be exposed.
- Other than for special occasions, hats or hoods may not be worn for matters of student safety.

The principal will make a final judgment on the appropriateness of any mode of student dress that can be considered as extreme from the normal dress of students at Mariemont High School.

Depending on the nature of the field trip, students may be required to dress in a specific manner when going on school-sponsored excursions or representing the school.

School Action

The policy of the school relative to the problem of dressing will be:

1. Counseling of the student to determine why he/she is in violation, or
2. Parental conference to gather further information about the student's response and/or suggestions of approaches to correct habitual responses, or
3. Return of the student to his home to correct the inappropriateness of dress. The student may return to school after the correction has been made.

Detentions

A detention may be assigned to a student by any member of the staff for violating school rules.

Detentions will be served immediately after school. To allow proper notification of parents by the student and to keep prior appointments the student may request that he/she serve the detention on the afternoon of the next school day. No other exception will be made unless approved by the Assistant Principal/Principal. The fact that a student will miss an extra-curricular practice or game is not an acceptable reason for deferral. Detention is for one hour.

Friday School

Friday School is held from 3:30 - 6:00 p.m. Students are required to bring books and study materials. All Friday School sessions are assigned by a member of the administrative staff. Parents of students assigned Friday School will be notified by a letter which will state the date and reason the Friday School is to be served. Failure to attend Friday School will lead to suspension for a day as well as having the Friday School re-scheduled unless modified by an administrator. Multiple suspension days will be assigned if students skip additional Friday schools.

Suspension

The following guidelines will be adhered to in all cases involving the possible suspension of a student from a curricular class for a period of ten or fewer school days, and these guidelines will apply to a student suspension or removal from a co-curricular offering. The emergency removal section of this provision shall not be limited by these guidelines.

Generally, only the Superintendent, Principal or Assistant Principal may suspend a student. The school official in charge of a suspension hearing shall be one of the aforementioned administrators. Before a hearing on suspension can commence the student will have the opportunity to appear at this informal hearing to present evidence and/or facts relevant to the charges.

If the administrator determines as a result of the hearing that the pupil should be suspended, the parent, guardian, or custodian of the student shall be notified. The notice shall include the reasons for the suspension and the right of the pupil, parent, guardian or custodian to appeal the action to the Superintendent or designee. The student has the right to be represented in the appeal. The student remains suspended for the duration of the suspension until action is taken on the appeal.

The written notice may be sent by US mail, unless directly given to the parent.

Expulsion

Only the Superintendent of schools may expel a student. When a Superintendent expels a pupil, the following shall be used as applicable:

The Superintendent shall give written notice to the pupil and his parents, guardian, or custodian. The notice shall include the written response for the intended expulsion and that the pupil and his parent, guardian, custodian, or representatives have the opportunity to appear before the Superintendent or his designee to challenge the expulsion or explain the pupil's action. The notice shall state the time and place to appear, which must be not less than three nor more than five days after the notice is given unless the Superintendent grants an extension of time.

The student or his parent, guardian, custodian, or representative may request an extension of time, and the Superintendent may grant the request. If an extension is granted, the Superintendent shall notify the pupil and his parent, guardian, custodian, or representative of the new time and place.

A hearing is held before the Superintendent, or his designee at the appointed time and place. The pupil, his parent, guardian, custodian, or representative is given the opportunity to defend against the charges.

Written notification of the decision and the right to appeal to the Board of Education or its designee shall exist. The notice of expulsion shall include the reasons for the expulsion, the right to be represented in the appeal, and the request that the hearing be held in an executive session of the Board of Education.

A verbatim record of all appeals heard by the Board of Education will be required. The student remains suspended or expelled for the duration of the suspension or expulsion or until action is taken on the appeal.

Emergency Removal

If the student's presence poses a danger to any person or property and creates a threat or actual disruption to the academic process either within a classroom or elsewhere on the school premises, then:

The Superintendent, Principal, Assistant Principal, Counselor, or teacher may remove the student from a curricular or extracurricular activity.

A student may be directed to leave the school premises by an administrator. A teacher may not direct a student to leave the premises without the consent of an administrator except when the activity is held at nighttime, weekend, or over a holiday and an administrator is not present. In this case the teacher shall make a reasonable effort to contact the parent before removing or directing the student to leave the premises.

If a teacher makes an emergency removal of a student from the class, the instructor is required to notify office personnel immediately by calling the office.

The administration has the right to reinstate a student removed by a faculty member. This action will only be taken after careful deliberation.

Drug Prevention Program

The Mariemont City Schools has adopted a drug prevention program for students:

Policy 5530 - Drug Prevention

Grievance Procedure

In the event that a student wishes to grieve a school rule, he will contact the Student Council Student Rights Committee. The Student Rights Committee will consist of five (5) members who will be selected by the Council as soon as the new Council takes over in the spring. The Committee will review the grievances and determine their validity. The Student Council will determine final validity.

If the grievance is considered valid, it will be presented before a committee of three Student Council members and three faculty members. The grievance will be presented by the chairman of the Student Rights Committee and the student who has the grievance. This student-faculty committee will meet a maximum of three times a semester. The Student Council members of this committee will not be members of the Student Rights Committee and will not be present at prior discussions of the grievance. The appointment of the three Student Council members will be similar to "jury duty". Ideally, all Student Council members will eventually be involved. If a freshman has a grievance, then the three council members will be one sophomore, one junior, and one senior. The faculty will meet and choose among themselves who their three representatives will be. This student-faculty committee will come to a decision regarding the grievance. If the student-faculty committee finds no grounds for the grievance, it will stop there. If the committee's decision is a tie or they find validity in the grievance, it will proceed to the Principal. The Principal will then make his decision. He will either decide to take the grievance to the Superintendent, offer suggestions for remedy of the grievance, or deny the grievance. If the Principal denies the grievance, he will meet with the Student Rights Committee and discuss his decision, answer questions about it and offer suggestions to resolve the grievance.

Title IX

Grievances involving Title IX rules and regulations should be filed with the Title IX coordinator.

Mariemont High School Library

The Mariemont High School Library is a space for all students, a place for personal learning, creativity, study, collaboration, and exploration. Besides the large collection of books for personal reading, the library houses a variety of spaces for large group meetings, individual quiet study, and small group collaboration. The Library Makerspace provides a wide variety of tools and supplies for student use, including 3D printers, 3D pens, a drone, Spheres, and a Silhouette Cameo digital cutting tool.

The Library is open most days from 8:30 a.m. to 4 p.m.

Library Procedures

- Students using the library during class need to bring a pass from their teacher to the librarian or the library aide.
- Students using the library during a study hall need to sign out with their study hall teacher after attendance has been taken.
- Students may come to the library before school, during lunch, and after school without a pass.
- Students interested in applying for a library internship (including Makerspace internships) should contact the librarian.
- Clubs are welcome to reserve a space in the library for meetings. Contact the library aide for reservations.
- Food and drink are allowed in the library, except for nut products.
- Students are expected to clean up after themselves and be respectful of the space.
- Students are expected to be respectful of each other and of each other's belongings.
- Students are expected to follow school rules and the Acceptable Use Policy while in the library.
- The volume of the library should be kept to a noise level that is not distracting students from learning.
- Books may be checked out at the circulation desk or at the self-checkout station. The checkout period is three weeks, and the book can be renewed as long as no other patron has it on hold.
- The library does not charge overdue fines. Each quarter, students will receive a notice if they have any overdue books. If the book is lost, they will be charged for the cost of the book.
- Students are expected to maintain a valid library card from the Public Library of Cincinnati and Hamilton County and to have the card number and pin available for use at school. Students need the card to access resources such as ebooks and online articles from magazines, newspapers and journals through the Public Library.

- Students may borrow books and articles from Xavier University Library and from the University of Cincinnati Library through our SWON Libraries membership. Students should contact the librarian or the library aide to request items and for details on loan policies and procedures.

4. ACADEMIC AND GRADING POLICIES AND PROCEDURES

Graduation Requirements: The Mariemont City School District Board of Education and the State of Ohio Department of Education establish minimum requirements for high school graduation. The following are the graduation requirements approved by the Mariemont City School District Board of Education.

Subject Area	Credits
English	4
Math	4 ¹
Science	3 ²
Social Studies	3 ³
Health	½
Phys.Ed.*	½
Fine or Practical Arts**	1 ⁴
Electives	5 ⁵
Total:	21

- ¹ Mathematics units must include 1 unit of Algebra II
- ² Science units must include biology, chemistry/physical science
- ³ Social studies units must include one credit of American History and one credit of American Government
- ⁴ Fine Arts unit may include one semester from MJHS
- ⁵ Elective units must include one or any combination of world language, fine arts, business, career-technical education, technology or English language arts, mathematics, science or social studies courses not otherwise required.
- * Two semesters of physical education are required for graduation. Physical education classes/grades are excluded when determining a student's eligibility to participate in athletics and extracurricular activities.
- ** Optional Junior High ½ credit in fine arts and/or fine Arts courses chosen from the following:

The Class of 2026 and Beyond will require ½ semester of Personal Finance and ½ semester of Government.

Fine Arts

- Advanced Ceramics
- Advanced Digital Design
- Advanced Digital Video Production
- Advanced Sculpture
- AP Art History
- Art I
- Art II
- Art III

- Ceramics
- Chamber Choir
- Concert Choir
- Digital Design
- Fiber Arts
- Glass Studio
- Graphic Design
- High School Band
- High School Chamber Ensemble
- High School Concert String Orchestra
- Mixed Media
- Sculpture
- Stained Glass
- Advanced Stain Glass
- Freedom in Art

For the classes of 2023 and beyond, the State of Ohio has established new requirements based on a combination of state testing results and meeting newly determined readiness standards. More information can be found on the following link: <http://education.ohio.gov/getattachment/Topics/Ohio-s-Graduation-Requirements/Sections/Classes-of-2023-and-Beyond-Graduation-Requirements/GradReq2023.pdf.aspx?lang=en-US>

Early High School Graduation: The practice of allowing completion of the high school program in fewer than four (4) years, as one way of providing earlier access to post-secondary educational opportunities, is offered to the students at Mariemont High School. Please contact your child's counselor if you require further information.

Advanced Placement (AP Program)

The College Board's Advanced Placement Program (AP) is an opportunity for students to pursue college-level studies while still in high school. Through this program, they may earn college credit, advanced placement, or both. These benefits are realized when students earn acceptable scores on the May exam. (Colleges set their own standards for acceptable scores.) The AP Program enables students to compare their knowledge and understanding of a college-level subject with the high academic standards established by college faculty. Students who take AP courses learn a subject in depth, develop analytical reasoning skills, and form disciplined study habits.

At Mariemont High School, AP classes are offered to prepare students for these exams: Art History, Biology, Calculus AB, Calculus BC, Chemistry, Computer Science, Computer Science A, Environmental Science, English Language, English Literature, European History, Government and Politics: US, Latin: Vergil, Physics C, Spanish Language, Statistics, Studio Art, Psychology, World History, U.S. History, AP Seminar and AP Research. Student selection for AP courses is based upon teacher recommendations, achievement test scores, previous class performance, and student motivation. If qualified students are interested in taking AP exams that are not offered as part of the Mariemont High School curriculum, they must consult with a school counselor and teacher early in the school year to get information on virtual or independent exam preparation.

Students enrolled in AP courses at Mariemont High School are expected to take the College Board's AP exam in May.

The College Board's AP exams are designed to be culminating assessments for the enhanced content and skills of the College Board authorized AP courses. The Mariemont City School District believes there is value in working toward this goal, then seeing it through to the end. Students often describe the sense of satisfaction they feel after taking the exam. Even if students don't feel they will earn a top score on the exam, MCSD believes the experience is well worth the time and expense.

The AP exam fee is approximately \$94.00. A fee reduction is available to academically qualified students who are unable to pay the full exam fee.

Weighted Grades

To compensate for the increased amount of student effort required in honors and AP level courses, letter grades at the semester will be weighted one additional point (e.g. A = 5 points, B = 4 points, etc.) in the computation of cumulative GPAs.

Transfer students with weighted courses will receive that weight on their transcript if MHS offers a similar weighted course in the MHS curriculum.

When students transfer between weighted and non-weighted courses any time during a semester according to established procedures, the grade in the course in which the student is enrolled at the end of the semester will be the one computed in the GPA.

Mariemont High School Grading Scale

90-100 = A

80 -89 = B

70- 79 = C

60-69 = D

0- 59 = F

Granting of Credit & Semester Grade Averages

In order to receive credit for a course, a student must earn a semester average of .6 or better.

The semester final grade is computed by doubling the quarter grades in value (A=4; B=3, C=2, D=1, F=0) and using the exam grade as a single value then dividing by the sum 5. In interpreting the arithmetical average, consider .6 as the elevator. In other words, .6 will be called a D, 1.6 will be called a C, 2.6 will be called a B, and 3.6 is an A. Therefore, the range of each grade is as follows:

.0 - .5 = F

.6 - 1.5 = D

1.6 - 2.5 = C

2.6 - 3.5 = B

3.6 - 4.0 = A

It should be noted that the percentages used to derive quarter grades (i.e., 96%=A; 65%=D) are used for the determination of independent quarter and exam letter grades only; therefore, they are not used for calculating semester averages. Semester averages are computed using the four-point scale.

In addition, any student who receives any combination of two F's in a class (quarter grades or exam grade) in a semester may be recommended by the teacher for no credit for that semester.

Procedure: The teacher will submit data to an Academic Standards Committee composed of the principal, assistant principal and the counselors to show reason why credit should be withheld. The principal's decision will be based on three factors:

- Was student effort commensurate with his/her ability?
- Did the student have a poor attendance record?
- Are other relevant factors present?

SPECIAL NOTE: This school district considers final examinations to be of great importance. Failure to take a scheduled exam will result in an automatic failure for the entire semester. All students must take the semester examination given in their course - at the scheduled time - unless excused due to special circumstances by the principal. Students who are suspended during final exams (and, thus, are absent) will not receive an automatic "F" for the semester. The exam grade will be an automatic "F" and then the standard computation will be applied.

Grade Point Average and Class Rank

Grades from all courses and additional weights for honors and AP courses will be considered when computing the cumulative grade point average and class rank. Cumulative grade point averages and cumulative class ranks are computed at the end of each semester. Class rank and grade point average will be determined as outlined below:

- A. All courses not designated as honors or AP shall be given the following grade points: 4 points for an A; 3 points for a B; 2 points for a C; 1 point for a D; and 0 points for an F. Courses on a P/F basis are not calculated in the GPA.
- B. All honors and AP courses shall be weighted on the 5-point scale: 5 points for an A; 4 points for a B; 3 points for a C; 2 points for a D; and 0 points for an F.
- C. All high school credit classes completed prior to grade 9 are added to class rank as the student completes semester 1 of grade 9. Honors Algebra I and Honors Geometry are weighted grades.

Class Standing

Students will be classified in accordance with the following number of credits earned:

- 0 credits - Freshman
- 5 credits - Sophomore
- 10 credits - Junior
- 15 credits - Senior

Dropping and Adding Courses

Seniors may not drop a course that is required for graduation.

Courses may be added only within the first 10 school days of the semester unless permission is otherwise granted from teacher, parent, counselor, and principal.

Courses may be dropped within the first 30 school days of the semester. Exceptions must have approval of the principal.

Within the first 30 school days of the semester, students may drop an elective course with a written request from a parent, as long as the required 5.5 credit course load remains intact. The course will be stricken from the record.

After the 30th school day of the semester, students may still drop a course, but the course will remain on the permanent record. The record will show a semester grade of "F" if the student is failing the course for the quarter on the day of withdrawal from the course. The record will show a semester grade of "W" if the student is passing the course for the quarter on the day of withdrawal. In addition, the quarter grade at time of withdrawal will be reflected on the quarter grade report.

The record will show a semester grade of "W" if the student is failing the course, but lacks the necessary academic preparation and/or aptitude to be successful in the course, as determined by consultation with teacher, counselor, and principal.

Transferring to a Different Level

In the instance where a student is enrolled in a course beyond his/her measured aptitude and wishes to transfer to a lower level, withdrawal is possible if the teacher recommends the withdrawal and it is approved by the principal and parents. Upon teacher recommendation, transfer to a lower level course may be made at any time. The final grade will be based on an average of the work done in both courses. In the event a student wishes to enroll in a class at a higher level, principal approval is required.

When students transfer between weighted and non-weighted courses any time during a semester according to established procedures, the course in which the student is enrolled at the end of the semester will be the one computed in the GPA.

Pass-Fail Option

A student may elect to take, on a pass-fail basis, any non-required course, providing the request is made in writing. A written request is to be made to the school counseling office by the parent. The decision to take a course on a pass-fail basis must be made 2 weeks before the end of the first quarter of either semester. Once made, decisions about pass-fail are not reversible. In full year courses, the decision to take the course pass-fail may be made once, that is two weeks before the end of the first or third quarter. Colleges usually look upon a pass-fail as a C or less. Careful thought needs to be given to this decision and a counselor should be consulted. The principal will render the final decision as to whether the request will be honored.

Pass-fail grades are not factored into the student's GPA.

College Credit Plus (CCP)

Pursuant to the Ohio Revised Code, the district shall permit high school students to enroll full or part time in college for nonsectarian courses for high school and/or college credit who are accepted by an accredited Ohio college. Students so interested can obtain information from their counselor. Families interested in this program for the following school year must indicate such to the student's counselor by March 30. Flex Credit/PE Waiver

Participation in the Flex Credit option shall be in accordance with an instructional plan which will be developed based on the individual student's needs. The instructional plan shall include the following:

- Instructional objectives that align with the district's curriculum requirements
- A description of the criteria and method for assessing student performance
- An outline of specific instructional activities, materials, and learning environments

Participation must be subject to the oversight of a credentialed teacher who will review the instructional plan, provide or supervise instruction, and evaluate student performance. See counselors for proper application materials and the due dates for the application.

Beginning in the school year and before a student's senior year begins, a student who participates in two seasons of: an athletic team, marching band, or cheerleading may potentially fulfill their PE requirement with this participation. The two seasons do NOT have to occur in the same school year, but the two seasons must occur before a student's senior year of high school. PE waivers do not receive a grade; thus, no grade from completion of the waiver will be calculated into a student's GPA. Also, the participation in a sport towards a PE Waiver is not retroactive. If your child is interested in participating in a sport and using this waiver option, the waiver application is due by: August 15 for a fall sport, January 18 for a winter sport and March 25 for a spring sport. Applications must be turned into the College and Career Planning Center. Both pages must be turned in.

[For PE Waiver please click](#)

Loss of District Owned technology and instructional materials

The Mariemont Board of Education loans technology and instructional materials to students for use during the school year in accordance with the state's legal requirements. Students are asked to use these in a careful manner in order that they may be usable for an extended period of time. Parents are urged to remind their children concerning the proper care of school devices and materials. Staff periodically check the condition of items when issued to students and make records of the condition. A fee will be assessed to cover damages to district devices or materials. Reasonable care by the student will prevent the need for assessing fees.

It is the student's responsibility to safeguard the books. It will *not* be accepted as a valid excuse at the end of the year that they were stolen unless record is made with the principal at the time of the theft. (It is important to investigate immediately; do not delay the report if something is taken.)

Academic Acceleration Policy

[5408 - ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION](#)

Request for Behavioral Rating Scales

School personnel sometimes receive requests from private educational consultants, physicians, psychologists and other health care professionals to complete behavioral rating scales for individual students. This information is useful to private agencies in conducting educational, psychological and/or medical evaluations. School personnel will complete these rating scales whenever appropriate and with prior written parental consent to do so. The rating scales should be given by parents to the guidance counselors for distribution to the teachers.

Parents should note that rating scales will be returned to the agency (e.g., physician, psychologist or educator) making the request. This will ensure that appropriate, accurate and sensitive information is handled in a professionally confidential manner.

Early High School Graduation:

The practice of allowing completion of the high school program in fewer than four (4) years, as one way of providing earlier access to post-secondary educational opportunities, is offered to the students at Mariemont High School. Please contact your child's counselor if you require further information.

Summer School/Approved Online Programs

Mariemont High School does not offer summer school or night school. In the case of a student's failure in a course during the year, the course credit may be made up at an accredited summer school or approved on-line program with the approval of the student's counselor or principal.

Honor and Merit Rolls

Students earning a 4.0 average or higher in courses in which they are enrolled will be on the honor roll. Students earning a 3.2 to 3.9 average in courses will be on the merit roll. These averages include weighted grades where applicable. The academic recognition will be published each quarter. Note: All courses except for Pass/Fail classes are included in the grade point determination. Any student earning a "D", "F" or "I" in any course is automatically excluded from recognition regardless of grade average.

National Honor Society

The objective of the National Honor Society is to create enthusiasm for scholarship, to stimulate desire to render service, to promote worthy leadership, and to encourage development of character in students of Mariemont High School.

The Society accepts members of the junior and senior classes who display strength in four areas: Academics, Leadership, Character, and Service. Often it takes significant time to develop a leadership or service dimension to one's school life. It is recommended that students start early in the freshman year to develop these characteristics if they wish to be considered for membership. Grades alone will not qualify a student for the National Honor Society, although a 3.5 GPA is minimal for application.

Selection Procedure: Shortly after the beginning of the school year, a list of eligible junior and senior students will be prepared. Those eligible students will be invited to submit personal information forms (concerning leadership, character, and service) to a selection committee of faculty and staff. This committee, with the advice of the entire faculty, will select students for membership. Students denied membership in their junior year may re-apply in their senior year.

Cum Laude Society

The objective of the Cum Laude Society is to promote learning and sound scholarship. Outstanding scholarship is the sole basis for selection to Cum Laude Society. Students are elected for membership after semester one of grade 12 has been completed; equal weight is given to each semester. Student members must have been enrolled at Mariemont High School during the entire senior year and must have successfully completed a minimum of 14 full credits of Cum Laude course work. To be tapped a student must have at least a 3.5 GPA based on a weighted 4-point scale. Weighted grades are retained when determining eligibility. Students must also have comparable SAT/ACT scores. The number of students admitted is restricted by the Cum Laude Society charter.

The scope of all cum laude courses includes all college preparatory classes offered for high school credit. Those would include arts, business, and other college preparatory electives. Physical education, focus, intersession, PE Waivers, repeat credit courses, audits, and Pass/Fail courses will not count as cum laude courses.

Flex credit courses such as online and post-secondary courses could be considered as cum laude courses at the discretion of the principal and the cum laude committee. Flex credit classes which are proposed as honors or AP level

courses could be given consideration for additional weighting of the grade point average by the principal and cum laude committee if the flex credit course being considered for additional weight was also offered to students at MHS.

Students will not be able to take any more than 14 sections of cum laude courses per academic school year which would count in the calculation for cum laude recognition. If the student wishes to take additional courses, they would be included in the student's transcript, but would not be included in the calculation for GPA and/or class rank.

It is incumbent that students not attending junior high in the Mariemont School District do not have an academic advantage over students attending MJHS. This must be considered when determining courses that are accepted for high school credit from other junior high schools as well as whether those courses are given additional weight.

Valedictorian and Salutatorian Selection

High School courses scheduled during grades 9 through 12 will apply towards the selection of valedictorian/salutatorian. Only 14 sections of cum laude courses per academic year, and only courses scheduled during the regular seven-bell day will count in the calculation for valedictorian/salutatorian recognition. Any courses taken outside of the seven-bell day will be included on the student's transcript and will count towards overall GPA and class rank but will not be included in the calculation of GPA and/or class rank for the purpose of determining valedictorian/salutatorian.

We will maintain the practice of adding additional 0.1 weight for each cum laude course. Students will be permitted to use weighted courses that have been approved by school administration. Any additional weight or credit units applied towards CCP courses will be stripped for the purpose of determining valedictorian/salutatorian. The CCP courses will not have additional weights or credit units stripped for the purpose of determining class rank. The high school principal will decide which CCP and flex credit courses will receive additional weight due to their rigor.

The method for determining class rank for the sole purpose of selection valedictorian/salutatorian for Mariemont High School will be in accordance with the procedures outlined below:

- A. Grades earned in courses enumerated for admittance into the Cum Laude Society will be used to determine valedictorian/salutatorian. For each Cum Laude course taken, 0.1 will be added to the "Cum Laude" GPA. This total adjusted GPA will determine the valedictorian/salutatorian. If a Cum Laude course is valued at a .5 credit, a .05 add on will be used.
- B. Weighted grades will be included with full weights applied.
- C. Only students who enrolled in Mariemont High School for their entire senior year will be considered.

Incomplete Grades

A grade of "I" means that the requirements for a course cannot be completed by the student before the end of a quarter and/or semester. A grade of "I" can be issued if there is sufficient documentation existing that an extenuating circumstance, beyond the control of the student, (such as a major illness) prevented the meeting of course requirements on time. Teachers will submit a form to the principal after the student has signed it. The form confirms the time allotted to complete course requirements. The form will indicate what the grade will be if work is not completed by the designated date. The "I" grade can only be issued after the approval of the Principal is given. Incompletes may prevent the student from being on the honor roll/merit roll for the quarter.

Appeal of Grades

In the event a student wishes to appeal a given grade, the student should make such appeal to the Principal whose decision will be final.

Change of Counselors

Should a student request a change of counselor, he/she should be directed to discuss the issue with the parents who will write a note so requesting. The note needs to list the reasons for the request. They are to direct the note to the Principal who will discuss the request with the Assistant Principal and two counselors. It is emphasized that (1) the student or family will request any change of counselor (2) no unilateral action will be taken until due consideration is given to the request (i.e. the previous procedure is followed.) A factor in assessing the request will be the balance in the number of students assigned to each counselor.

College Visitation

Juniors and Seniors may be excused from school for up to three college visits per school year. In order to be excused from school, the following steps must be taken:

1. Prior to the visit the student is to present a note from the parent to the counselor requesting being excused from school.
2. The note must contain the date and site of the visit
3. Students must inform teachers in advance of the visit and at that time make arrangements for tests, homework, etc.
4. Principal may approve additional days for students 9-12.

Procedure for Students to Visit the College & Career Planning Center (CCPC)

Students may come to the Guidance Office before or after school, during lunchtime, or between classes if it is just to pick up something or to make an appointment to see a counselor. Students may come to Guidance from a study hall. The study hall teacher must issue a pass for the student to leave the study hall. The student will give the pass to the counselor, who will initial the pass when the student is ready to return to study hall. A student should not come to Guidance during class time unless it is an emergency.

College Visitations to Mariemont High School

Students are encouraged to visit with the college admissions people who visit Mariemont High School. Each year representatives from colleges visit the Guidance Office in order to talk with students who are interested in their college or university. Unless a student has a class he/she may come directly to Guidance at the posted time. Attendance will be checked. A student may not miss a class unless he/she has received permission from the teacher.

Community Service Policy

- For students to be recognized for completing the Community Service program at Mariemont High School, they must complete 40 hours between the end of their sophomore year and before the first Monday in May of their senior year.
- Community Service is defined as **volunteer effort that benefits the community**. To qualify, student work must be done with a non-profit agency, be done outside the school day, be on a volunteer (non-paid) basis, and be verified by an adult supervisor.
- Of the 40 required hours, no more than 20 can be completed within the school district, or as part of the student's regular routine. *Projects like taking tickets at school sporting events, theater students painting a set for the play, or coaching an elementary school team can earn a student no more than 20 hours. Babysitting during a church service and fundraisers for churches also fall into the 20-hour maximum.*
- To ensure effective Community Service and for the 40 hours to count toward this requirement, all students shall submit a proposal to the Community Service Coordinator in advance of their first hour of service on every project.
- Completion of Community Service will be listed on student transcripts as a pass/fail course with no effect on GPA. At the start of the senior year, MHS School Counseling Department will list the course as a course in progress and the grade column will remain blank. Once the student has completed 40 hours, the transcript will be marked "P" in the grade column for pass. Until the student has completed the 40-hour requirement, the transcript will continue to show "Community Service" as a course in progress. Students failing to complete 40 hours by the first Monday in May of the senior year will have their transcript marked with an "F" in the grade column for failure.

Senior Exams

Seniors may be granted the opportunity to qualify for second semester exam exemption. The qualifying criteria are the following:

- "successful" completion of the Senior English project.
- completion of the 40-hour community service requirement.
- B-B average or better for 3rd & 4th quarter
- maintain appropriate attendance per the 12th grade attendance policy
- maintain appropriate behavior standards

Credit Recovery

Students who fail a required course are encouraged to recover that credit as soon as possible. If they fail the first semester they may, with counselor or principal approval, take an online course during the second semester as part of their school day (at their own expense). Students' schedules may be adjusted to accommodate a study hall to dedicate time for the credit recovery course. If they fail the second semester, they may recover the credit through an online or summer school course during the summer. Graduating seniors may also have the option of taking a correspondence course for credit recovery (at their own expense). Programs for credit recovery must be approved by the Mariemont School District. The MHS Counseling Department will maintain current information about approved online and correspondence courses.

5. STUDENT ATTENDANCE PROCEDURES, POLICIES

Attendance

5200 - ATTENDANCE

Ohio school law states that it is the responsibility of parents to assure the regular daily school attendance of their child/children. If a student's absence is unavoidable it is the parent's responsibility to telephone the attendance office (272-7600) before 9:30 a.m. to explain the reason for the absence. If it is known in advance that the child will be absent from school, it is suggested that parents submit a written note to the attendance office explaining the reason for the absence.

The Mariemont City Schools require students to be in regular attendance for the number of school hours as approved in the school calendar.

When absence from school is excused, the student may receive full credit when make-up work is completed in a realistic time frame mandated by the teacher.

Any senior who is absent any part of a school day more than five times each quarter for reasons other than a college visit or an emergency situation approved by the principal will forfeit the possibility for a final examination exemption as well as the senior lunch privilege if that privilege is granted by the Mariemont Board of Education.

In order for a student to participate in any EXTRA-CURRICULAR activity, the student must be in school by 10:30 a.m. Exceptions may be made by the principal.

If your child's temperature is 100.0 degrees F or greater (or 1 or 2 degrees above the child's normal temperature), (s) he should remain home until (s) he has been fever free for 24 hours without the use of fever reducer medication.

Excused Absences

- Personal illness
- Illness in the family necessitating the presence of the child
- Death in the family
- Quarantine of the home
- Necessary work at home due to absence or incapacity of parents or guardians
- Observance or celebration of a bona fide religious holiday
- Emergency or set of circumstances judged as sufficient cause by school officials
- Vacation with his/her own family (a note from the parent prior to the trip is required)
- Attendance at a state final competition in which Mariemont students are participating (with a note from parent prior to the event)
- Up to three days for college visits (juniors and seniors only)
- Other school sanctioned events and programs
- Such good cause as may be acceptable to the Superintendent, or designee
- Medically necessary leave for pregnant student in accordance with Policy 5751

Make-up Work after Excused Absences

- If an absence is excused, and if the student was absent the entire day, the student must follow the guidelines listed below:
 - Immediately upon his/her return to school, the student must follow the guidelines listed below:
 - If the assignment/test date was announced during the student's absence, the student will be granted a number of school days equivalent to the days missed plus one as a deadline for completing missed work/tests.
 - If the assignment/test date was announced when the student was in attendance, the student must turn in the work or take the test on the day of his/her return to school unless excused by agreement with the teacher and/or administrators.
- If a student leaves school before the end of the day or if the student arrives after first period, the student is required to contact teachers re: make-up work/tests and to turn in all assignments that are due that day. The student is also to obtain assignments from teachers whose classes will be/were missed
- If a student is excused for a field trip or special project, the student must follow guidelines listed in #2,
- If a student anticipates that he/she will miss school (i.e., college visitations, funerals, etc.), the student must follow guidelines listed in #2.
- Some assignments (i.e., major research papers) may have special rules as guidelines. Teachers are required to inform students, in writing, if special rules/guidelines apply.

Unexcused absence from school includes but is not limited to:

- Non-family vacations
- State final events not involving Mariemont teams
- Non-school events
- Suspension from school
(See #1 below)

Make-up Work after Unexcused Absences - If an absence is unexcused, the student is expected to make up tests, quizzes, etc. In no case is the grade to exceed 60%

Attendance and Sign Out Privileges for Students who are 18 Years old or older

This is to clarify attendance and sign out privileges for students who are 18 years of age or older:

- They may claim their right to exemption from compulsory attendance and withdraw from school. Parents must be notified if one of our students wishes to do so.
- Should the student wish to remain here, all other attendance procedures (entry and/or sign out) will be exactly as for the other students. We must contact parents when a student wishes to sign out. For 18 year olds only, we will allow them to sign out even if parents cannot be immediately contacted but we will contact them later in the day if possible. Contact must be made eventually (next day if necessary) to both secure their OK and to keep them informed.
- The initial call to parents must be recorded (time, person, etc.).

Tardiness to School

Tardiness to school results when a student fails to report to his/her first period class on time. The minutes missed will be cumulative.

A student who is tardy to school is to report immediately to the school office upon arrival to school. The attendance clerk will give the tardy student an admit slip to enter class. A student will be officially considered tardy until 9:00 a.m. An exception to this shall be those students who are tardy to school but do not report to the school office immediately upon arrival to school; they will be considered truant from class and will be penalized accordingly for truancy. (See truancy section for appropriate penalty).

Parents are required to send a signed note with their child if it is known that he/she will be tardy to school. These notes will be kept on-file.

NOTE:

Students who sign-in late to school for other than approved or medical reasons will be viewed as unexcused in most cases with respect to make-up work or missed tests. The minutes missed will be cumulative and count toward HB 410 calculations.

House Bill 410 Summary and Mariemont City School District attendance procedures

- Based on House bill 410, MCSD parents will be notified in writing when their students have:
- Accumulated 38 hours of either excused or unexcused absences
- Accumulated 54 hours of unexcused absence
- Accumulated 65 hours of either excused or unexcused absences
- Met the legal threshold for being defined “habitually” truant

A student will be considered habitually truant if he/she is absent without a legitimate excuse:

- 30 or more consecutive hours of absence
- 42 or more hours of absence in one month
- 72 or more hours of absence in one year

If a student is deemed habitually truant, the student and parent/guardian will be referred to an Absence Intervention Team to develop a corrective plan for attendance issues.

If the student does not make progress or continues to be excessively absent after the implementation of a corrective plan, the law requires MCSD to file a complaint with the juvenile court.

Mariemont will record student attendance based on cumulative record of all minutes a student is and is not in school, beginning with the start of the school day and ending with dismissal. This record will include if a student leaves and returns during the school day. We understand it is sometimes necessary for a student to be absent from school for medical appointments, but parents are encouraged not to allow these mid-day appointments to become a regular habit to enhance a student’s probability of success.

Tardiness to Class

- Tardiness to class results when a student fails to report to his/her assigned class on time without a note from the office staff or a teacher.
- In addition to the penalties assigned by the office for excessive tardiness to school or class during the quarter, each classroom teacher may assign additional penalties to students who continue to be tardy to their respective classes quarter after quarter. Teacher assigned penalties may include classroom detention with the teacher, or the assignment of extra work. Failure of students to serve teacher detentions or to complete teacher assignments will result in assignment to Friday School.

Penalties for Excessive Tardiness to School or Class

During the quarter when a student is tardy to school or class the third (3rd) time, the assistant principal/principal will notify the student and/or parents.

A student who is tardy to school or class four (4) or more times during the quarter will be penalized as follows:

- Parents will be notified by letter if a student is assigned a Friday School for excessive tardiness to class or school
- 4th & 5th Tardy to School or Class - After school detention
- 6th & 7th Tardy to School or Class - Friday School

Tardiness will accrue towards HB 410 legislation. If necessary, the Assistant Principal/Principal may schedule a conference with parents of tardy students to determine the need to meet with an Attendance Intervention Team, or refer the student to Juvenile Court.

Truancy from School or Class

A student is considered to be truant when he/she is absent from school or class without knowledge of his/her parents or school officials. Truancy is a serious violation of the state compulsory attendance laws and will result in an unexcused absence. For the first instance of truancy the student will be assigned to a **Friday School**.

If a student is truant a second time during the school year, the student may be referred to an Attendance Intervention Team and/ or given community service.

If, during the school year, a student is truant a third time (in violation of State Law) he/she may be referred to an Attendance Intervention Team, given community service, and/or be referred to Juvenile Court.

6. INCLEMENT WEATHER

A. District Notification System and Inclement Weather Plans

If school is affected due to bad weather, the Mariemont City School District operates on either a two-hour delay or a complete school closure for the day. Bus service will still be operational if we are on a delay.

In an effort to disseminate a calamity day announcement in a timely and cost-effective manner, the first step in our notification process will be electronic. We will EMAIL all parents and staff. Also, we will post the notification on appropriate social media outlets. The alert will appear across the top of each page on the website and as a story on the Districts News page. Our local media outlets will then be notified. Once we notify the media, there is usually a 10-15-minute delay before they process and announce the notification. Please make our Facebook page, Twitter feed, website, and/or email your first stop when checking for school closures.

****We will only use the SchoolMessenger text message emergency notification system in the case of an emergency. We will not use it for typical weather-related announcements. ****

- Visit our website: [Mariemont City School District Website](http://www.mariemontcityschools.org)
- There will be an alert banner across the top of every page. You also can check the District News page.
- Go to the district Facebook page (<http://www.mariemontschools.org/news-and-events>).
www.facebook.com/mariemontcityschools)
- Twitter feed (<https://twitter.com/MariemontSchool>)

B. Plan I – Two-hour delay: In the event of a two-hour delay, the usual time schedule for all bus pickups will be moved back two hours. Time schedules for dismissal will remain the same. AM preschool at Terrace Park Elementary will be canceled while PM Preschool will run as usual.

Building	Start Time	Dismissal Time
MHS	10:30am	3:30pm
MJHS	10:00am	3:00pm
Elementary	10:30am	3:20pm

***Kindergarten is in session.**

C. No School

If it is determined that there will be no school on a certain day, you may check the district website, and local TV stations / websites that evening and early the following morning for instructions concerning the plan of operation for the next school day.

D. Students Assigned to Programs outside the District

Please remember that if Mariemont is delayed or closed, our transportation is either delayed accordingly or does not run. If Mariemont is open and other schools are delayed, our transportation will be adjusted accordingly to the other schools' students.

E. In case of Early Release due to Inclement Weather

Parents of students in grades K-6 will be contacted via telephone prior to student dismissal. We will not be able to send a child home without parent confirmation. For students in grades 7-12, parents will not be contacted via phone prior to student release; although we will send an email and post the announcement on Facebook and Twitter pages for all grade levels.. Bus service will be operational for all students who regularly utilize this service. As a general rule, when school is canceled, extra-curricular events, concerts and plays are also canceled.

7. DRIVING REGULATIONS

Driving to School and Parking Permits

Since the Board of Education provides transportation for students, it is generally not necessary for students to drive to school. In the event that a student deems it necessary to drive, the following regulations apply:

- Unless involved in early morning school activities, students should not arrive at the school until 8:00 a.m. at which time they will immediately depart from their car and remain away from their car until it is time to depart from school.
- To avoid congestion, any driver entering the school drive and not parking must turn around at the bus turn-around. Do not turn around by turning into one of the two small parking lots or the driveway leading to the upper parking lot.
- Students who fail to follow the above regulations or drive on the school grounds in an unsafe manner will be subject to disciplinary action and their right to drive on school property may be revoked.
- Student parking is restricted to a designated space. For safety reasons it is imperative that students park within a designated parking space. Failure to do so and/or blocking of access routes will lead to suspension of the privilege of driving to school. In order to protect people and property, it is necessary to closely monitor the student parking lot. Therefore, any student wishing to drive to school must:
 - Complete a parking agreement and return such to the office
 - Display the parking permit at all times.
 - A fee of \$50.00 will be assessed for a designated parking space.

Driving Regulations

The right and privilege of driving and parking cars upon the Mariemont High School Campus during school days or at times of school activities is granted only to those students who agree to abide by these necessary regulations:

Speed on school roads and parking areas shall not exceed 15 miles per hour. Pedestrian traffic shall be given the right-of-way at all times and in all places on campus.

- Speed on school roads and parking areas shall not exceed 15 miles per hour.
- Pedestrian traffic shall be given the right-of-way at all times and in all places on campus.
- Safe driving techniques shall be practiced at all times. The safety of others shall be placed above personal needs or desires.
- Cars shall not be moved during the school day without written permission from an adult member of the office staff.
- Cars shall be locked and unoccupied while parked on school property.
- Students will not be permitted to go to their cars during the school day to get personal belongings without permission of school administration.

Policy on Suspension of Driver's License Attendance

The Mariemont City Schools has adopted the policy outlined in H.B. 410 which establishes procedures by which student's driver's licenses can be suspended for failure to attend school. If a student drops out of school or is absent without excuse for 60 or more consecutive hours in a single month or 90 or more hours in a school year, the Principal will report such to the Superintendent. The Superintendent will report such information to the Registrar of Motor Vehicles and the juvenile court judge. The student's license or temporary instruction permit will be suspended.

Substance Abuse

Whenever a student is suspended or expelled from school in accordance with O.R.C. 3313.66 for the possession of alcohol or drugs the Superintendent may notify the registrar of motor vehicles and the juvenile judge of the county of the suspension or expulsion. After receiving such notification, the registrar of motor vehicles is required to suspend the temporary instruction permit or driver's license of the student who is the subject of the notice. If a temporary permit or license has not been issued for that student, the registrar is prohibited from issuing a temporary permit or license. Driving privileges may be restored once the Superintendent notifies the registrar that the student has satisfied any conditions established by the Superintendent.

Notification to the registrar of motor vehicles and the county judge must comply with O.R.C. 3319.321 and with the U.S. Family Educational Rights and Privacy Act of 1973 (FERPA) and accompanying regulations.

In accordance with Ohio law, a student whose driving privileges have been denied can file a petition with the juvenile court district in which he resides.

8. MISCELLANEOUS INFORMATION

Legal Custody

When reference is made to a student's parent or parents this term is to be construed as including a guardian. The word parent is meant to be the natural father and/or mother of the child who has legal custody and responsibility for the child. A guardian is one who has been granted legal custody of the child by an appropriate court. Guardianship or custody of a child is not conferred on an adult simply by the fact that they share a residence.

Travel/Field Trips

2340 - FIELD AND OTHER DISTRICT-SPONSORED TRIPS

2340.01 OUT OF STATE/INTERNATIONAL TRAVEL

Parent-Teacher Associations/Organizations

- Mariemont and Terrace Park have PTOs which have several scheduled meetings in their respective schools throughout the year.
- Meeting dates are scheduled in the district-wide school calendar that is published by the Board of Education. The PTOs assist the school by publishing newsletters, recruiting volunteers to assist teachers, and library aides to work in our elementary schools.
- Committees serve our schools in many worthwhile ways. Our PTOs make fine contributions to the total success of the school program.

Food Allergies

Student safety is always the district's highest priority. Current medical research indicates that a significant number of children in our schools have food allergies. Some of these allergies are life threatening. The district has taken appropriate steps with our cafeterias, cleaning practices, and other aspects of our food services in order to protect student health.

The Mariemont City School District health aide will monitor student records for parent reporting of food allergies. Teachers will be notified of students in their classes who have food allergies. Principals and building administrative staff will be

provided with a master list of students with medical concerns including food allergies. All district staff will be trained in the use of an Epinephrine Auto-Injector each school year. The Mariemont City School District health aide will contact parents with food allergies in grades K-6 to notify them of options for lunchroom procedures, classroom parties and other events involving food.

To ensure that we are also keeping our classrooms safe, and that we are complying with state and federal law, the district has adopted the following requirements for food in grades K-6 classrooms:

- Parties involving food in the elementary schools can take place four (4) times a year in the classrooms for Halloween, winter holiday, Valentine's Day and end-of-year-picnics. Food treats brought in by a student or a student's family for purposes of sharing in the classroom must be accompanied by original packaging with ingredient list(s). Food items may be further limited by specific classrooms or grade levels depending on the student food allergies in those classrooms or grade levels.
- Parents are encouraged to contact the classroom teacher several days in advance to determine what food allergens will not be allowed.
- Birthdays are very special days for students. We acknowledge every child's birthday during the school year. If parents would like to bring a birthday treat in for their child, it must be for their child only. Please note that parents may not bring birthday treats for sharing with children other than their own.
- Students will not be allowed to distribute food treats at school. It is essential for student safety that the distribution of food treats are carefully controlled.
- Special food-related events such as pizza parties, cultural activities, end-of-the-year lunches and tasting parties should include the following:
 - Food served should be from a health-inspected facility (e.g. grocery stores, restaurants).
 - Nutritional and ingredient labels should be provided for each item served.
 - Parents of students with food/health related conditions should be notified in advance.
 - These events should not be in place of lunch.

Non-nutritious foods (e.g. candy) are discouraged as rewards or incentives for students. It is important to promote health and wellness, encouraging physical activities and non-food incentives. The district recognizes that the Individual Education Plan (IEP) of some students may permit the use of food as a reward or incentive; any food used as part of the IEP plan should be peanut/tree-nut free.

Lessons involving food in the classroom are discouraged. Food to be used for an instructional purpose should be pre-approved by the building principal, and parents of students with food-/health-related conditions should be notified in advance.

Kindergarten classrooms may have a snack time each day. Students will be required to bring in their own snack, which should be peanut/tree-nut free. If a student forgets to bring in a snack, pretzel rods will be provided to the student. Peanut/Tree-nut-free tables, clearly marked, will be available at the elementary level. Lunch monitors will check the bags of students who wish to sit at peanut-free tables. They will check for obvious items that contain peanuts. Custodians will clean the peanut-free tables using separate rags and cleaning solution that has not been cross-contaminated with items used to wash other tables.

5335 - CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS

School Visitation by Adults - Policy 9150 - SCHOOL VISITORS

The Mariemont City School District makes a concerted effort to implement security measures that will make our schools as safe and secure as possible for our students while in attendance.

In order to protect the educational programs of the schools from undue disturbance, each principal shall establish rules and procedures for visitors which shall include the following:

- Every visitor to a school during school hours must enter through the main entrance and register at the school office.

- Signage will be placed on all school building entrances directing visitors to use the main entrance and register with the main office immediately upon entry.
- At Mariemont High School, Jr. High, Mariemont Elementary and Terrace Park Elementary every visitor must provide a state- issued identification (i.e., driver's license) to be scanned by the Raptor system in the main office and be given a visitor badge that should be worn for the duration of the visit.
- Any parent wishing to visit a classroom must notify the principal and make arrangements with the teacher prior to the day of the planned visit.
- Visitors who are on school property regularly may opt to register for a permanent school volunteer badge. Issuance of a permanent volunteer badge requires providing a set of fingerprints so that a criminal records/FBI background check can be conducted.
- No staff member is to transact business with a visitor who does not have a visitor's pass.
- Students may not bring guests to school unless permission to do so has been granted by the principal.

Additional precautions are being taken with the implementation of the following procedures for anyone who is a visitor in one of our schools:

Student Visitors

A student may bring a visitor to school if PRIOR approval is secured from the Principal/Assistant Principal and the parent of the host student. In order to minimize disruptions to the educational process, visitors will generally be limited to students who were former residents, or who attend another school but are seriously considering moving to Mariemont High School. Visitors will conduct themselves in accordance with school rules and procedures.

Special Meetings during the Day

In the event a student needs to attend a meeting, (for Example-Student Council, Class Officer Meeting, etc.) he/she may be excused by the class teacher if there is no test (or lab that can't be made up). The student must report to class before dismissal and is responsible for work done in class that day and any homework assigned. Note that on some occasions the student may not be able to attend the meeting.

Hub/Cafeteria

Food and beverages are to be consumed only in the cafeteria/commons area. Food and beverages are not permitted in other areas of the building without permission.

Students are responsible for disposing of their own trash in the appropriate containers. If students wish to sit at a table where trash has been left they must dispose of that trash themselves before sitting down. Otherwise they are to sit elsewhere. Since school personnel are obligated to see that trash is disposed of properly, teachers may require students seated at a table to dispose of trash left by others. Not only is it too great a job for our custodians to clean up these messes, it also is unreasonable for them to have to do so.

The cafeteria is operated on a cash or MySchoolBucks basis only. If a student's family is experiencing economic difficulties the student may be eligible for a free or a reduced price lunch. Students should see their counselor for further information.

A "closed lunch" policy is in existence for freshman and sophomores at the high school. Students are not permitted to leave the school grounds during lunch or any other time during the school day and will be considered truant unless they have permission from an administrator.

Furniture from the school building is never to be taken onto patios or other outside areas.

Students are not to go to locker areas or other parts of the building during lunch without prior teacher permission.

If a student's family is experiencing economic difficulties, the student may be eligible for a free or a reduced price lunch. Students should see their counselor for further information.

Junior Lunch/Senior Lunch

If and when the Board of Education agrees to open lunch for juniors and seniors, it is necessary that the privilege be exercised in a mature, responsible manner. It is also expected that there will be no threat to safety or property by improper driving during the lunch privilege off-campus. The Principal or Assistant Principal may suspend the open lunch privilege

for an individual, group, or the entire class if conditions so warrant. Food delivery from Uber Eats, DoorDash etc. is not permitted.

Lockers

Students lockers will NOT be available for the 2024-25 school year.

The Board of Education or its designee reserves the right to search the lockers, desks, person and personal belongings of a student on school grounds or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety and in the supervision and education of students. It should be understood that the lockers remain the property of the school and, by order of the Principal, may be opened at any time.

Academic & Athletic Forms

The Mariemont City School District uses Powerschool to manage academic forms and Final Forms to manage athletic forms.

Student Fees

Policy 6152 - STUDENT FEES, FINES, AND CHARGES

Fire, Tornado, Lockdown and Evacuation Drills

Early in the school year students will receive detailed instructions explaining the procedures they should follow regarding the fire, tornado, lockdown and evacuation drills (also see inclement weather information in the Student Handbook). However, students should be familiar with the following general guidelines in the event of an emergency situation. In the event of an emergency, the Mariemont City School District will communicate by sending an emergency notification through the use of a program called "School Messenger." Parents will receive an email, call and/or text message.

Publication Pictures & Recognitions

From time to time, our students have their pictures and/or names in the newspapers, on district social media platforms, in district publications, and/or on our website regarding the many wonderful school activities in which they are engaged. **If you do not want your child's picture and/or name displayed on these platforms, you must send a letter stating such** to the Director of Communications. *A letter must be submitted each school year.* You must send the letter directly to her attention at 2 Warrior Way, Cincinnati, Ohio, 45227. If you have any questions, please contact the Director of Communications at 513-272-7513.

Directory Information (Release of Information)

The Mariemont City School District recognizes as student directory information the following: student name, parent and/or guardian name, mailing address, telephone listing, date of birth, assigned teacher, major field of student, grade level, participation in specially recognized events, and contests associated with their training, certificates, and awards received, dates of attendance. This information will not be released to profit-making organizations or other organizations whose objectives are not considered to be in the best interest of the student.

These paragraphs constitute public notice of what we consider directory information. This information may be released without parental consent if the school gives public notice of the information it considers directory and gives parents a reasonable opportunity to inform the school in writing not to release the information without their consent. **If you do not want to be included in the directory, you must send a letter stating such to the Director of Communications. A letter must be submitted each school year.** You must send the letter directly to the Director's attention at 2 Warrior Way, Cincinnati, Ohio, 45227. If you have any questions, please contact the Central Office at 513-272-7500.

2416 - STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION

Cumulative Record

8310 - PUBLIC RECORDS

8330 - STUDENT RECORDS

A student's cumulative record folder may be reviewed by parents or guardians if legal jurisdiction is established to the satisfaction of school officials. School officials will follow this procedure when a parent or guardian indicates interest:

- Establish the identity of the person making the request and determine his/her legal right to do so.
- Secure a written request from the parent or guardian indicating an interest in reviewing the cumulative record.
- Hold a review within five school days after receipt of the written request listed in (b) above.

A student may ask to review the cumulative record and school officials will grant the review when the following procedural requirements are met:

- The student will indicate by written request to the Principal's administrative assistant that a review of the record is desired.
- The student will submit evidence of written consent from the parent or guardian for the review to proceed without the presence of the parent or guardian.
- The Principal will establish a date for the review to take place within five school days after receipt of the student request and parental release.

The administrative staff will provide assistance to the student and/or parent or guardian in interpreting information contained within the folder.

A parent or guardian of a student can include in the cumulative record a written response to information contained in that record. Any written response submitted must be signed by the student and the parents or guardians before it can be included in the cumulative record.

A parent and student may request that specific material be expunged from the student's file. The Principal, or his immediate superior not involved in the recent entry has the discretionary authority to fulfill this request after a thorough examination of the facts.

The signature of the student and one parent shall be required on the appropriate school form before cumulative record information will be released. Certificated personnel employed by the local school board and having direct educational contact with the student may review information in the file.

A court or representatives acting on behalf of a court have the right to inspect the records of a student without parental or student approval.

Personal Grievance

If a student wishes to make a complaint regarding another student or staff member, this is to be done in an ethical manner to the Principal or Assistant Principal. It is hoped that the administrator and student will be able to resolve the complaint at this level. The person complained about may be included in this discussion.

The student may feel talking with a guidance counselor would be more appropriate if the matter is a personality conflict or interpersonal relationship problem rather than a grievance.

School Dances

General Guidelines

- Mariemont High School dances are open only to presently enrolled students and their dates. MHS students inviting a student not enrolled at MHS must submit a guest approval form to school administration.
- Once a student enters the dance - except for restrooms - he/she will not be allowed to leave and return. Once at the dance each student must stay inside until he/she desires to leave permanently.
- Clean-up is the responsibility of the sponsoring group. While the custodian may wish to help he is not responsible for the total job - he has many other areas to clean. Make sure a student cleanup crew is designated!
- Security - at least one Mariemont City Police Officer must be present for each dance. It is the option of the sponsor or principal to employ more. Contact with the police department (271-4089) must be made 10 days in advance of the activity to allow them to secure an officer to work at the dance.
- No one is to be in any other part of the building or grounds without permission

- It should be noted that dances are official school activities and as such are regulated by the rules outlined in the Student Handbook.

Policy for Administration of Drugs

5330 - USE OF MEDICATIONS

8453 - DIRECT CONTACT COMMUNICABLE DISEASES

An Explanation of the State School Immunization Law

Unless otherwise exempt, all pupils are required to be immunized against certain diseases. These diseases are diphtheria, tetanus (lockjaw), pertussis (whooping cough), polio, rubeola (measles), rubella (German measles), mumps, hepatitis B, and varicella (chicken pox). If your child has not completed all required immunizations, your child can remain in school if he or she has had a least one dose of each of the following: polio vaccine, measles vaccine or measles disease, rubella vaccine, rubeola (mumps) vaccine or disease, hepatitis B, and varicella or the chicken pox disease. Your child must complete the DPT, polio, MMR, and Hepatitis B series as soon as possible; failure to do so is a reason to exclude your child from school at a later date. If your doctor says immunization might be harmful to your child, please send a written statement, signed by your doctor. A parent or guardian who presents a written statement in which they decline to have the pupil immunized for reasons of conscience, including religious convictions, is not required to be immunized. (**Ohio Revised Code, Section 3313.671/3323.05**)

Immunization Requirements

State of Ohio Immunization Summary

Health Screenings

5310 - HEALTH SERVICES

A program of early identification, diagnosis and treatment of visual, auditory and postural disorders is an essential part of all child health programs. The early detection and treatment of such disorders give children a better opportunity to develop educationally, socially, emotionally and physically. Screening procedures required by the Ohio Department of Health are done under the authority of the Ohio Revised Code section 3313.69. The standardization of screening ensures that all school children will receive age appropriate screening. The Ohio Department of Health stresses that screening, while a valuable public health procedure, is not a substitute for professional care. If you do not wish your child to be screened, please contact the school office in writing.

Study Hall Procedures

- Students will be assigned seats and must remain in their assigned seats. Students are not to be permitted to group together unless allowed by the study hall monitor.
- Students are expected to make proper use of their study hall time so that a learning environment is maintained at all times. Students are therefore to remain quiet in the study hall at all times.
- Students are not permitted to go to their lockers during study hall. Students are to be advised to go to their lockers before or after study hall/class.
- Use of the restroom during study hall is to be kept to a minimum.
- Students are not to play cards.
- Students are not able to sleep.

9. STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY

7540.03 - STUDENT EDUCATION TECHNOLOGY ACCEPTABLE USE AND SAFETY

School Device User Agreement

(Addendum to Acceptable Use Policy of the Mariemont City Schools)

This is the Device User Agreement for students who will rent a device from the Mariemont City School District Board of

Education for the 2024-25 school year. The cost for renting the device is \$100 for grades 4-12 and \$50 for K-3 for the school year.. The cost will be billed with all school fees. This acknowledgement form must be signed in order for your child to be assigned a device for the school year.

The device and its use are the responsibility of the student to whom the device is issued; any violations of the policies below will be the responsibility of the parent/student. The following regulations are in effect while students are in receipt of the device. These rules apply at all times that the student is in possession of the school issued device.

- **Students must abide by the Student Network and Internet Acceptable Use and Safety Policy found in the student handbook.**
- Use of the device is for instructional purposes only unless otherwise directed by the classroom teacher.
- The student device filtering and security settings shall not be changed at any time.
- Students at no time will vandalize or deface devices (by using stickers, markers or other items or removing any manufacturer or district labeling). Students are prohibited from taking apart the device.
- Illegal use or transfer of copyrighted materials is prohibited at all times.
- Students are prohibited from using another student's login name and password. Every effort must be made by the student to keep his/her login name and password secure. All passwords must remain confidential and should not be shared among students.
- Additions, modifications or deletion of the base operating system must not occur without district approval.
- Obscene language and/or materials, including screensavers, wallpapers, and/or pictures are prohibited.
- Students are prohibited from sending non-instructional related emails, instant messages, and/or hosting personal web pages with their devices unless otherwise directed by the classroom teacher.
- Downloading and streaming music, games, and videos from the Internet during any time is prohibited unless otherwise directed by the classroom teacher.
- Chat rooms are not to be accessed unless otherwise directed by the classroom teacher.
- File sharing must be approved and directed by the teacher.
- The district is only responsible for original district loaded software. Personal software may not be loaded without permission of the district network administrator.
- Devices must be properly handled at all times. The device must be kept in the school district case at all times.
- The district will cover up to a maximum of (2) accidental damages for the life of the device. After 2, the family will cover the cost of the repair. as long as the damages occurred while the school issued case was on and damage was accidental. The district will cover up to (1) loss or damaged Apple Pencil or Logitech crayon issued by the district.

The district device is at all times the property of the Board of Education. Should the provisions of this Agreement be violated, appropriate disciplinary action may be taken. Further, the Board of Education has the right to immediate possession of the device and may terminate the use of the device for the student.

In addition to the above, your signature on Powerschool acknowledges that you agree to pay for damage to the device beyond normal wear and tear and that you shall pay for the replacement cost of the laptop should it be lost, stolen or otherwise damaged beyond repair.

Loss of District Owned Technology & Instructional Materials

The Mariemont Board of Education loans technology and instructional materials to students for use during the school year in accordance with the state's legal requirements. Students are asked to use these in a careful manner in order that they may be usable for an extended period of time. Parents are urged to remind their children concerning the proper care of school devices and materials. Staff periodically check the condition of items when issued to students and make records of the condition. A fee will be assessed to cover damages to district devices or materials. Reasonable care by the student will prevent the need for assessing fees.

10. STUDENT ACTIVITIES

Mariemont High School Student Council Constitution

The name of this organization shall be Mariemont High School Student Council.

Purposes of Student Council shall be:

- Promote opportunities for student cooperation in the management of school affairs.
- Act as an intermediary between the study body and the administration.
- Provide for the general welfare of the students through advising the administration in matters concerning curriculum and student privileges.
- Provide leadership.
- Be self-supporting.
- Conduct yearly class officer and student council elections.
- To serve as a liaison for class activities.
- Organize school spirit activities such as homecoming, snowball, and charity drives.

Membership of Student Council

- The Student Council shall consist of four at-large members from each class and the
- four class presidents. If the situation arises where it is impossible to have four at-large members from each class (due to an inadequate number of self-nominations submitted), the faculty advisor will make decisions regarding membership for each class.
- There shall be four officers: President, Vice-President, Secretary, and Treasurer.
- Class presidents are ineligible to serve as Student Council officer due to a conflict of interest.
- Each representative shall serve a one-year term.
- Vacancies in the Council will be filled by the candidate with the next highest
- number of votes. If there is no candidate to fill the position a re-election will occur.
- Council members with 3 unexcused absences from student council events will be subject to removal by a student council majority vote.

Elections:

- Each candidate for representative shall complete a questionnaire before having his or her name appear on the ballot.
- Representatives will be elected by the student body.
- If there is a close race, the ballots will be counted twice. The ballots will be kept
- for a full year. In case of a two-way both candidates shall serve. In the event of a larger tie, the
- candidates in question will appear on a separate ballot for a revote.
- separate ballot for re-vote.
- Student Council officers shall be elected from within the Council itself. Candidates
- may run for one office only. Candidates must be nominated by other representatives.
- The office of President may be filled by a junior or senior; Vice-President may be a
- junior or senior; secretary and treasurer may be any member.

Duties of the Officers

- The President of Student Council shall:
 - Call and preside at all meetings of the Student Council.
 - Appoint committees and chairpersons.
 - Make Periodic checks on committee progress.
 - Is ultimately responsible for all Student Council activities.
- The Vice-President of Student Council shall:
 - Assume all responsibilities of the President in case of his or her absence.
 - Become President if the President is removed.
- The Secretary of Student Council shall:
 - Record the official minutes of all meetings, and distribute copies of minutes to all members on the following day.
 - Use all available means of communication to inform the study body of the issues before the Student Council.
 - Maintain a permanent record of the official minutes and file it with the advisor.
 - Keep attendance records of all meetings.

- Distribute the Constitution and all other materials to members.
- Respond to all correspondence.
- **The Treasurer of Student Council shall:**
 - Keep a record of all expenditures and deposits of the Student Council.
 - Handle the transactions of all expenditures and deposits.
 - Keep the Student Council advised of financial status.
- **Duties of the Student Council Representatives**
 - Each member shall attend all meetings and activities of the Student Council.
 - Representatives shall cooperate with requests and instructions given by advisor and/or officers. If a member fails to comply, he/she will be replaced on the Student Council.
 - If a representative has more than two unexcused absences, the representative shall be notified of his or her questionable membership. In the event of a third unexcused absence, his or her membership in council will be discussed in committee and then presented to council for a vote.
- **Duties of Student Council Advisor**
 - The advisor shall be any faculty member appointed by the Principal.
 - The advisor shall attend all meetings and activities of the Student Council.
 - He/she shall check the financial records of the Council and act as final authority on most matters.

Meetings

- Council may meet during times determined by officers and advisors.
- A quorum of greater than 50% of all members of Student Council shall be present for voting
- Meetings shall follow an agenda predetermined by officers and advisor
- Meetings will be conducted following rules of parliamentary procedure.

Amendments to the Constitution

- A proposed amendment must be submitted to the secretary in writing and must be read to members before a vote takes place.
- A proposed amendment shall become effective upon the approval of two-thirds of the total membership.
- This constitution shall be revised every three years by a committee headed by the President.

Balance of Power

- If a group of students is dissatisfied with any decision made by the Student Council, they may appeal the issue by petition. When at least 150 names are listed on the petition a school-wide vote is taken. Both the students disagreeing and those on the Student Council shall be allowed to speak. The student body will then vote and necessary action will be taken by the Student Council.

Class Officer Constitution:

Purpose of class officers should be:

- To promote opportunities for student's cooperation in the management of class affairs.
- To act as an intermediate representation between the class and the administration.
- To promote the general welfare of the students through advising the administration
- in matters concerning student privileges and responsibilities.
- To provide leadership.
- To be self-supporting.
- To serve as a liaison for class activities.

Requirements:

- There shall be four officers from each class:
 - President, Vice-President, Secretary and Treasurer.
 - Class presidents are ex officio members of Student Council.

- Class presidents are ineligible to serve as Student Council officers.
- Each class officer shall serve a one-year term.
- Vacancies of class officers will be filled by the candidate with the next highest number of votes. If there is no candidate to fill the position, a re-election will occur.
- The exception to this policy is the office of president. The vice-president will assume the title and responsibilities of the president immediately upon the vacancy occurring.

Elections:

- Elections work under a self-nomination procedure.
- Each candidate for a class officer shall complete a questionnaire before having his/her name appear on the ballot.
- Each candidate must attend a class officer "briefing session" before the election. The class advisor will explain each class officer's duties/responsibilities at this session. If a candidate does not attend, his/her name will not appear on the ballot.
- Class officers will be elected by the students in his/her particular class.
- If there is a close race, the ballots will be counted twice. The ballots will be kept for a full year. In the case of a tie, the names of the candidates in question will appear on a separate ballot for re-vote.

Impeachment

- If for any reason the members of a class are dissatisfied with the performance of a class officer, the class can impeach said officer.
- To impeach, a petition specifying the name and office to be impeached with the number of signatures equivalent to 2% of the class must be presented to the class advisor.
- A vote by secret ballot on the question of whether to impeach said officer will be conducted by the class advisor.
- In the event of impeachment, the class advisor will then conduct an election (according to the provisions listed above) to fill the office of president.

Duties:

- Each class president shall:
 - Assist advisor in presiding at all meetings of class officers,
 - Appoint committees and chairpersons,
 - Make periodic checks on committee progress,
 - Be ultimately responsible for all class activities,
 - Assume the responsibility of chairing the float building project and see that the project is carried out in its entirety.
- Each class vice-president shall:
 - Assume all responsibilities of president in his/her absence,
 - Assist the president in the performance of all his/her duties.
- Each class secretary shall:
 - Record the official minutes of all meetings, and distribute copies of all minutes to all officers on the following day
 - Use all available means of communication to inform the study body of issues concerning its class,
 - Maintain a permanent record of the official minutes and file it with the class advisor,
 - Keep attendance records of all meetings,
 - Distribute the class officer Constitution and all other materials to class officers,
 - Respond to all correspondence.
- Each class treasurer shall:
 - Keep a record of all expenditures and deposits of the class,
 - Assist the advisor in handling the transactions of all expenditures and deposits,
 - Keep the officers and class advised of class financial status.
- Meetings:
 - Class officers may meet during times determined by officers and advisors.
 - Meetings shall follow an agenda pre-determined by officers and advisors.
- Amendments to the Constitution:
 - A proposed amendment must be submitted to the Student Council President.

- A proposed amendment shall become effective upon the approval of two-thirds of
- The Student Council and every class advisor.

11. MARIEMONT EXTRACURRICULAR CODE OF CONDUCT

The strength of Mariemont High School's extracurricular activity program is dependent upon the cooperation of our students, sponsors, parents and all other school and community members. Support of our extra-curricular code is essential. The code covers students' conduct and places during the duration of their membership in the specific organization or team. The start of the season is defined as the following dates, regardless of the date of the first practice:

- Fall Sports: August 1, 2024
- Winter Sports: October 22, 2024
- Spring Sports: February 21, 2025

The end of the season is the last team award event including awards night.

The code covers conduct on and off school property, at school events and while away from school. It is expected that the student will adhere to the code at all times and all places during the defined membership period. A student representing Mariemont High School will:

- Exhibit courteous conduct
- Abide by school rules and club guidelines.
- Present an appearance that gives credit to both the student and the school.
- Abstain from the use or possession of alcoholic beverages and drugs as defined in the Student Handbook.
- Buying, selling, transferring, using, or possessing any substance containing tobacco and/or electronic smoking devices (including, but not limited to: cigarettes, cigars, pipes, clove cigarettes, chewing tobacco, snuff, dip, tobacco in any other form, E-cigarettes, electronic pipes, electronic cigars, smoke juice or similar refill liquids

Disciplinary measures for infractions of the above will come from the list of disciplinary methods as delineated in the Student Handbook for violation of school rules.

- The first infraction will result in suspension from the activity. Students who report themselves will serve a two-week suspension. Students who do not report themselves will serve a three-week suspension.
- During the suspension period, the student must successfully complete the two hour Mariemont Substance abuse Intervention Program. The intervention program will be held at Mariemont High School.
- If the student wishes to return to the activity or any future activity after the suspension and successful completion of the intervention program, he/she and their parents must appear before an Appeals Board to request re-admission.
- The Appeals Board shall consist of: the building principal and the athletic director or his assistant coach or advisor.
- The appeals board will then make the decision for re-admission. The student and family will be notified of the decision of the board within 24 hours.
- The second infraction during a school year will result in expulsion from ALL extra-curricular activities for the remainder of the year. If the student wishes to return to the activity at the end of the suspension period, he/she must successfully complete (at their own expense) a professional substance abuse assessment and intervention program which is pre-approved by the Superintendent of schools.
- In addition, he/she must appear before the Appeals Board of reinstatement (see section A2). If the second infraction occurs during the fourth quarter, the suspension from all extra-curricular activities will continue through the first quarter of the next school year. Consequences will not carry over from junior high school to high school.

Extra-Curricular Eligibility Rules

The following policy is in effect for **all** students in extracurricular activities.

The Ohio High School Athletic Association has the responsibility to establish the eligibility criteria for junior high school students who participate in interscholastic athletics in the state of Ohio. Mariemont Junior High School, as a member of the OHSAA, is required to comply with those eligibility requirements. The appropriate regulation is quoted below:

- In order to be eligible in grades 9-12, a student must be currently enrolled and must have been enrolled in school the immediately preceding grading period. During the preceding grading period, the student must have received passing grades in a minimum of five one-credit courses or the equivalent, which count toward graduation, excluding physical education classes
- The eligibility or ineligibility of a student continues until the start of the quarter, at which time the immediately preceding quarter grades become acceptable. EXCEPTION: At the start of the fall sports season, the first grading period is considered to have started insofar as this bylaw is concerned.
- A student enrolled in the first grading period after the advancement from the eighth grade must have passed a minimum of five subjects carried the preceding grading period in which the student was enrolled
- A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must be currently enrolled in school the immediately preceding grading period and received passing grades during that grading period in a minimum of five of those subjects in which the student received grades.
- Summer school grades earned may not be used to substitute for failing grades from the last grading period.

Athletic Teams

- Fall: Football (Varsity, Junior Varsity), Tennis (Girls Varsity, Girls Junior Varsity), Volleyball (Girls Varsity, Girls Junior Varsity), Golf (Boys Varsity, Junior Varsity, Girls Varsity), Cross Country (Boys Varsity, Girls Varsity), Football Cheerleading (Varsity, Junior Varsity), Soccer (Girls Varsity, Girls Junior Varsity, Boys Varsity, Boys Junior Varsity)
- Winter: Basketball (Boys Varsity, Boys Junior Varsity, Boys Freshman, Girls Varsity, Girls Junior Varsity), Swimming/Diving (Boys Varsity, Girls Varsity), Bowling (Varsity), Basketball Cheerleading (Varsity, Junior Varsity, Freshman)
- Spring: Baseball (Varsity, Junior Varsity), Softball (Varsity, Junior Varsity), Tennis (Boys Varsity, Boys Junior Varsity), Track & Field (Boys Varsity, Girls Varsity), Lacrosse (Boys Varsity, Boys Junior Varsity, Girls Varsity, Girls Junior Varsity)

Required Forms: An athlete must submit the required Ohio High School Athletic Association Preparticipation physical, to be completed by a physician before they may participate in practices or tryouts. The physical form is available on Final Forms. All other forms must be completed and electronically signed in Final Forms.

Daily Attendance

Athletes must be in school by 10:30 a.m. in order to attend practices or games. The exceptions to this attendance policy are excused absences for doctor/dentist appointments, funerals, and family emergencies.

In the event that a family vacation is unavoidable during the season, the athletes must notify the coach prior to the vacation, and be willing to accept the consequences or penalties related to their status on the squad as a starter, playing time, etc.

Team Rules/Practice Schedules Athletes should receive a copy of the team rules and coach's expectations before or during tryouts. In addition, parents should receive a copy of team rules expectations, letter requirements and practice schedules at the parents' meeting before the season.

Multiple Sport Athletes One of the advantages of attending a smaller high school is the opportunity to participate in multiple sports. A diverse athletic program, such as Mariemont coupled with a smaller student population, dictates that

there is a need for students to participate in multiple sports during the same season. In such cases, the following should occur:

- The athlete needs to declare which sport is the primary sport and which is the secondary sport.
- The athlete should meet with the coaches of both sports to coordinate a written schedule of practices and events the athlete must attend.
- When competing in two sporting events on the same day, the athlete must complete the first event before leaving for the second event.
- When an athlete is attempting to participate on two teams during the same season, and one team requires tryouts for "cuts" as part of its team's selection, an athlete's availability for practices, games, and team events may be considered for team selection. These same criteria may also be used to determine if playing multiple sports is in the athlete's best interest.

Awards The following awards are presented to Mariemont High School's athletes upon successfully completing their season.

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|--|---|
| <ul style="list-style-type: none">• <u>Varsity</u>• 1st year: 7" chenille M with sport pin• 2nd year: sport medal• 3rd year: a plaque from the respective sport• 4th year: a photo plaque from their respective sport• Varsity athletes who maintain a 3.25 GPA during the season will receive the CHL Chenille patch. After receiving one patch for the year, the athletes will receive a chevron bar. | <ul style="list-style-type: none">• <u>JUNIOR VARSITY</u>• 1st year: 5" chenille M with sport pin• 2nd year: chevron pin• <u>FRESHMEN</u>• 4" chenille M with pin |
|--|---|

Parent Coach Communication

- When parents or athletes feel there are situations that need to be addressed with a coach, the Athletic Department believes that communication between the parties involved is the best remedy. The amount of playing time, playing strategies, and other team members are not appropriate topics to be discussed with the coaching staff. How to help the athlete improve their skills, receive coaching or off the field issues that may be affecting the athlete that the coach may not know about are appropriate topics. The Athletic Department also believes if a parent feels their concerns are not addressed by the coach, then communication with the Athletic Director is needed. The following process should be followed.
- The athlete should schedule a meeting with the coach before or after practice.
- If the athlete does not feel their concerns were addressed by the coach, the parent should contact the coach to schedule a meeting. Immediately preceding or following a game is not an appropriate time to discuss your concerns with the coach.
- If the parent feels their concerns were not addressed by the coach, then the parent should contact the athletic director.
- If the parent feels the athletic director is unresponsive to their concerns, the parents should contact the building principal.

Equipment: All school issued equipment and uniforms must be returned to the coach following the season and prior to awards night. If equipment is not returned, any and all awards earned by the athlete will be withheld until such equipment is returned or other arrangements can be made. Restitution for lost equipment will be made through the Main Office.

Booster Passes: Home game pass plans are available through the Mariemont Athletic Boosters for single and family plans. The Booster Pass benefits the Booster's financial support of the athletic program, and offers a savings for those who attend many home events.

Admission Prices: Currently, the admission prices for all CHL varsity contests (or varsity JV doubleheaders) are \$6.00 adults, \$4.00 students and Varsity Football \$7.00 adults, \$5.00 students. Senior citizens and pre-school children are admitted free of charge. Junior Varsity only events, freshman, or junior high events are \$4.00 adults, \$3.00 students.

Athletic/Extracurricular Activities Release - Acknowledgement of Receipt of Student Handbook – An Acknowledgement of Receipt of Student Handbook must be received for each student before a student can participate in a school sponsored athletic team and/or extra-curricular activity. Students will be unable to participate in the first practice or try-outs if the parent signature has not been received. By applying the parent's signature (electronic) to receipt of the handbook, the parent is acknowledging legal residence in the Mariemont City School District, legal custody of your child, warning of possible injury or death to the participant, and releasing their child to participate in athletics in the district. This acknowledgement pertains to any school sponsored athletic team/extra-curricular activity on which your child may participate during the school year.

Certification of Residence and Legal Custody: We/I, the parent(s) of the student named above do hereby certify that we/I have legal custody of the named student and that we/I reside within the Mariemont School District at the above address. We/I agree to notify the school office immediately (Principal, Athletic Director) if custody and/or residence changes at any time.

Athletic Medical Insurance: THE MARIEMONT SCHOOL DISTRICT DOES NOT PROVIDE INSURANCE FOR SCHOOL ATHLETICS. The Ohio High School Athletic Association (OHSAA) plans to provide a catastrophic insurance policy for athletes injured in the pursuit of an OHSAA and Board of Education sponsored sport. Details regarding the provisions of this plan are available through Tom Nerl, Athletic Director. If you have a child participating in interscholastic sports, we recommend you investigate the following:

- Check with your own health insurance carrier to determine the nature and extent of coverage available to you due to an athletic injury.
- If athletic injuries are not covered or are partially covered through your current
- Health care plan, consider purchasing a rider to that plan.

Acknowledgement of Warning by Student: By applying the parent's signature (electronic) to receipt of the handbook, the parent and student are acknowledging that by participating in athletics or extracurricular activities that I am exposing myself to the risk of serious injury, including but not limited to, the risk of sprains, fractures, and/or cartilage damage which could result in a temporary or permanent, partial or complete impairment in the use of my limbs, brain damage, paralysis, or even death. Having been so cautioned and warned, it is still my desire to participate in athletics or extracurricular activities, and should I choose to participate in these activities, I hereby acknowledge that I do so with full knowledge and understanding of the risk of serious injury to which I am exposing myself by participating in these activities.

Acknowledgement of Warning by Parents We (I), the parents by acknowledging receipt of handbook, do hereby acknowledge that our (my) child named above may suffer serious injury, including but not limited to sprains, fractures, brain damage or even death by participating in athletics or extracurricular activities. Notwithstanding such warning, and with full knowledge and understanding of the risk of injury to our (my) child named above which may result, we give our consent to our child participating in athletics and extracurricular activities.

Ohio Dept. of Health Concussion & Head Injury Information Sheet: I understand all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. Further I understand that if my student is removed from a practice or competition due to a suspected concussion, he or she will be unable to return to participation that day. After that day written authorization from a physician (M.D. or D.O.) or an athletic trainer working under the supervision of a physician will be required in order for the student to return to participation. I have read the Ohio Department of Health's [Ohio Department of Health Concussion Information Sheet](#) and have retained a copy for myself.

Sports/Extracurricular Activities Release:

- I/we, the undersigned, being the parents/guardians by acknowledging receipt of handbook, do hereby release, waive, discharge and covenant not to sue the Mariemont City School District Board of Education, its individual members, Superintendent, principals, administrators, employees, agents, or anyone acting on its behalf from any

and all liability, claim, demand, action or right of action, of whatever kind, nature, either in law or equity, arising from or by reason of bodily injury, personal injury or mental injury, known or unknown, including death from the student named in this document, participating in athletics and any other extracurricular activity on behalf of or in the name of Mariemont City School District Board of Education.

- I/we hereby assume full responsibility for and risk of bodily injury, personal injury or mental injury or death due to my/our son/daughter/ward's participation in athletics and/or other extracurricular activities on behalf of or in the name of Mariemont City School District Board of Education.
- I/we expressly agree that this release is intended to be as broad and inclusive as permitted by the laws of the State of Ohio or any other state in which said student be injured and that if any portion of this release is held invalid, it is agreed that balance shall, nevertheless, continue in full force and effect.
- I/we further state that I/we have carefully read the above release and know the contents of the same and signed this release (electronic signature) as my/our own free act.

Parent/Guardian Consent to Receive Text Messages

There may be instances in which an employee of the Mariemont City School District will send your student cell phone text messages to relay important school related information before, during, or after the school day and during other times that school is not in session.

By signing and returning the student handbook acknowledgement, you are granting permission for your student to participate in this type of communication from a school district employee. You also agree to take full financial responsibility should you incur charges from your cellular phone service provider for sending or receiving text messages.

All employees of the school district who utilize this form of communication are required to abide by Board of Education policy for appropriate use of technology and communication with students. If at any time you believe a school district staff member has violated this agreement, you should report such behavior to the building principal.

If you do not want your student to receive text messages or want to rescind your permission to accept text messages from the school district, you may do so at any time in writing by sending a letter to the building principal. Such rescission will take effect upon receipt by the school district.

Please note that a student will not be penalized for refusing to accept cell phone texts from the school district.

ACKNOWLEDGEMENT OF RECEIPT OF STUDENT HANDBOOK

An Acknowledgement of Receipt of Student Handbook must be received for each student before a student can participate in a school sponsored athletic team and/or extracurricular activity. Students will be unable to participate in the first practice or try-outs if the parent signature has not been received. By applying the parent's signature (electronic) to receipt of the handbook, the parent is acknowledging legal residence in the Mariemont City School District, legal custody of your child, warning of possible injury or death to the participant, and releasing their child to participate in athletics in the district. This acknowledgement pertains to any school sponsored athletic team / extracurricular activity on which your child may participate during the school year

ACKNOWLEDGEMENT OF RECEIPT OF MARIEMONT STUDENT HANDBOOK

2024-25

A parent signature (electronic) (Final Forms) must be received in order for a student to be eligible to participate in athletic/extracurricular activities.

By signing, the parent attests to the following: I (we)

1. have received the relevant Mariemont student handbook (available online),
2. have reviewed the handbook, and
3. am aware of the policies and procedures contained therein, including but not limited to:
 - Student code of conduct

- Extra-curricular code of conduct
- Network accepted use policy
- Student personal laptop user agreement
- Parent/Guardian consent to receive text messages
- Applicability of rules for field trips
- Transportation rules
- Athletic/Extracurricular release
- Concussion information sheet
- Directory information
- Bullying information