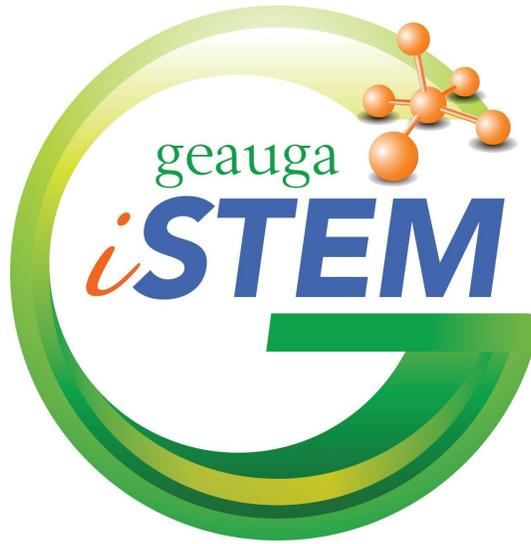


iSTEM Geauga ECHS Student/Parent Handbook



STUDENT/PARENT HANDBOOK

iSTEM Geauga Early College High School

School Year 2020-2021

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iSTEM Geauga Early College High School

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Concord Township, OH 44077
Phone: (440) 358-8038
Web: www.istemghs.org

Greetings students, parents, and community,

Welcome to iSTEM Geauga Early College High School. The staff and I are pleased to have you as a student and will do our best to help make your experience here as enjoyable and successful as you wish to make it. To help provide a safe and productive learning environment for students, staff, parents and visitors, the iSTEM Board of Education publishes this updated Student/Parent Handbook annually to explain students' rights, responsibilities and consequences for misbehavior.

Parents are encouraged to take a few minutes to review and discuss the information in this Handbook with their school-age children. Teachers will also review this Handbook with students at the beginning of the school year.

Thank you for taking the time to become familiar with the important information in this Handbook. If you have any questions, please contact me.

Sincerely,

Mrs. Tamee Haines Tucker, Chief Academic Officer

440-358-8038 ttucker@istemghs.org

iSTEM Geauga ECHS Student/Parent Handbook

Adopted by the **iSTEM** Governing Board on August 21, 2020

FOREWORD

This Student Handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain Board policies and procedures. Please take time to become familiar with the important information contained in this Handbook and keep the Handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this Handbook, you are encouraged to talk to your teachers or the Administration/Chief Academic Officer/Superintendent. This Handbook replaces all prior handbooks and other written material on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules as of August 8, 2019. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available from the Administration/Chief Academic Officer/Superintendent and on the **iSTEM** website.

Mission

A personalized education designed to engage all students while creating connectivity to their future.

Vision

Providing a learning community for all students to succeed.

Institutional Goals

1. **iSTEM** will be a model STEM school and demonstration site, preparing students for the future;
2. **iSTEM** will be a model for blended learning and problem/project based instruction so that learning is rigorous and relevant;
3. **iSTEM** will be a model for individualized, collaborative, accelerated learning that prepares students to be both college and career ready;
4. **iSTEM** will be a model for STEM Education and the implementation of; and
5. **iSTEM** will be a model identifying best practices in STEM Education.

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STEM Habits

STEM Mindset

Collaboration & Communication

Personal Agency

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EQUAL EDUCATION OPPORTUNITY

iSTEM Geauga ECHS provides an equal educational opportunity for all students. Any person who believes that s/he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the **iSTEM's** Compliance Officer: Tamee Haines Tucker, **Chief Academic Officer, 440-358-8038**. Complaints will be investigated in accordance with the procedures described. Any student making a complaint or participating in a school investigation will be protected from retaliation. The Compliance Officer can provide additional information concerning equal access to educational opportunity. Pol. 2260

SCHOOL DAY

iSTEM ECHS is open from 7:50 am to 2:30 pm on school days. During these time periods, iSTEM will provide supervision. Parents are to be advised that if students arrive earlier or remain later than this time, iSTEM staff may not be available for supervision (unless students are on campus for a school sponsored activity). Classes begin promptly at 8:00 am and will dismiss at 2:28 pm. Pol. 8210

STUDENT RESPONSIBILITIES

The school's rules and procedures are designed to allow students to be educated in a safe and orderly environment. All students are expected to follow staff members' directions and to obey all school rules. Students must arrive at school on time, prepared to learn and participate. If, for some reason, this is not possible, the student should seek help from their faculty advisor. Adult students (age 18 or older) must follow all school rules. If residing at home, adult students are encouraged to include their parents in their educational program.

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and whenever concerns arise. Many times it will be the responsibility of the student to deliver the information. The School, however, may use the mail or hand delivery when appropriate. Parents have the option of receiving communication from the school via e-mail and/or facsimile by filling out the appropriate form available in the school's administrative office. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals. Pol. 5200, 5500

STUDENT WELLBEING

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of a terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, s/he must notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed and signed by a parent or guardian on file in the School office.

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Students with specific health care needs should deliver written notice about such needs, along with physician documentation, to the School office. Pol. 3213

INJURY AND ILLNESS

All injuries must be reported to a teacher or the office. If the injuries are minor, the student will be treated and may return to class. If medical attention is required, the office will follow the School's emergency procedures and attempt to make contact with the student's parents.

A student who becomes ill during the school day should request permission to go to the office. An appropriate adult in the office will determine whether the student should remain in school or go home. No student will be released from school without proper parental permission. Pol. 5330

SECTION I - GENERAL INFORMATION ENROLLING IN THE SCHOOL

iSTEM has been designated by the state of Ohio as a STEM school. In accordance with this designation and as required by law iSTEM has adopted admission procedures that specify the following:

- Admission shall be open to individuals entitled and eligible to attend school pursuant to section 3313.64 or 3313.65 of the Revised Code in a school district in the state.
- Students who are not residents of Ohio may enroll at iSTEM. However, as per Ohio law, iSTEM will be required to charge tuition for that student in an amount equal to the amount of state funds that the school would have received for that student if that student were a resident of Ohio, as calculated by the Ohio Department of Education. There will be no discrimination in the admission of students to the school on the basis of race, creed, color, disability, or sex.
- The school will comply with all federal and state laws regarding the education of students with disabilities.
- The school will not limit admission to students on the basis of intellectual ability, measures of achievement or aptitude, or athletic or artistic ability.
- The school will assert its best effort to attract a diverse student body that reflects the community, and the school will recruit students from disadvantaged and underrepresented groups.

New students under the age of 18 must be enrolled by their parent or legal guardian. When enrolling, parents must complete or provide copies of the following:

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- A. Discovery Questionnaire
- B. Discovery Interview, if possible
- C. Shadowing Day at iSTEM, if possible
- D. Enrollment Form
- E. Birth certificate or similar document
- F. Court papers allocating parental rights and responsibilities, or custody (if appropriate)
- G. Proof of residency (for example, a current utility bill with current address)
- H. Proof of immunizations
- I. Official transcript from previous school
- J. Custody papers/Court Order/Grandparent Power of Attorney or Caretaker Authorization (if applicable)
- K. IEP, ETR, WEP, WAP, 504 Plan, ELL (plan if applicable)

Homeless students who meet the Federal definition of homeless may enroll and will be under the District Liaison Homeless Children with regard to enrollment procedures.

New students 18 years of age or older are not required to be accompanied by a parent when enrolling. When residing with a parent, these students are encouraged to include the parents in the enrollment process. When conducting themselves in school, adult students have the responsibilities of both student and parent.

In addition, if a new student resides in the District with a grandparent and is the subject of a: (1) power of attorney designating the grandparent as the attorney-in-fact; or (2) a caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress, the student's grandparent may enroll the child in school on a tuition-free basis. However, in addition to the above-referenced documents that are typically required for enrollment, the grandparent must provide the District with a duly executed and notarized copy of a power of attorney or caretaker authorization affidavit.

A student suspended or expelled by another public school in Ohio may be temporarily denied admission to the District's schools during the period of suspension or expulsion even if that student would otherwise be entitled to attend school in the District. Likewise, a student expelled or otherwise removed for disciplinary purposes from a public school in another state and the period of expulsion or removal has not expired may be temporarily denied admission to the District's schools during the period of expulsion or removal or until the expiration of the period of expulsion or removal which the student would have received in the District had the student committed the offense while enrolled in the District. Prior to denying admission, however, the Chief Academic Officer shall offer the student an opportunity for a

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hearing to review the circumstances of the suspension or expulsion and any other factors the Chief Academic Officer determines to be relevant.

If a student has been recently discharged or released from the custody of the Department of Youth Services (DYS) and is seeking admittance or re-admittance into the District, the student will not be admitted until the following records, which are required to be released by DHS to the Chief Academic Officer, have been received:

- A. an updated copy of the student's transcript;
- B. a report of the student's behavior while in DHS custody;
- C. the student's current IEP, if one has been developed for the child; and
- D. a summary of the instructional record of the child's behavior.

Foreign students and foreign-exchange students (from recognized and approved student programs) are eligible for admission on the same basis as other non-resident students. Pol. 5111

SCHEDULING AND ASSIGNMENT

Schedules are provided to each student at the beginning of the school year or upon enrollment. Schedules are based on the student's needs and available class space. Any changes in a student's schedule should be handled through the student's staff advisor. Students may be denied course enrollment due to lack of available space or the need for the student to pass prerequisite courses.

Schedule changes are permitted within the first 2 days of the new semester, based on available class space. Students are expected to follow their schedules. Any variation must be approved with a schedule change. Pol. 5120

EARLY DISMISSAL

No student may leave school prior to dismissal time without a parent or guardian either submitting a signed written request or coming to the school office personally to request the release. No student will be released to a person other than a custodial parent(s) or guardian without a written permission note signed by the custodial parent(s) or guardian. Pol. 5230

WITHDRAWAL/TRANSFER FROM SCHOOL

No student under the age of eighteen (18) is allowed to withdraw from school without the written consent of his/her parents and in compliance with State law. A student who otherwise withdraws from school shall be reported to the juvenile judge of the county and to the Bureau of Motor Vehicles for suspension of their driver's license, if s/he is under the age of 18.

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Parents must notify the Chief Academic Officer about plans to transfer their child to another school. School records, including disciplinary records of suspension and expulsion, will be transferred to the new school within 14 days of the parents' notice or request. Pol. 5130

IMMUNIZATIONS

Students must be current with all immunizations required by law, including but not limited to poliomyelitis, measles, diphtheria, rubella, pertussis, tetanus, and mumps, or have an authorized exemption from State immunization requirements. For the safety of all students, the Chief Academic Officer may remove a student from school or establish a deadline for meeting State requirements if a student does not have the necessary immunizations or authorized exemption. In the event of an epidemic, the Chief Academic Officer may temporarily deny admission to a student otherwise exempted from the immunization requirement. Any questions about immunizations or exemptions should be directed to Administration/Chief Academic Officer/Superintendent. Pol. 5320

EMERGENCY MEDICAL AUTHORIZATION

A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips and field studies, spectator trips, athletic and other extracurricular activities, and co-curricular activities. The Emergency Medical Authorization form is provided at the time of enrollment and at the beginning of each school year. Pol. 5341

USE OF MEDICATIONS

Students who must take prescribed medication during the school day, must comply with the following guidelines:

- A. Parents should, determine with the counsel of their child's prescriber whether the medication schedule can be adjusted to avoid administering medication during school hours.
- B. The appropriate form must be filed with the iSTEM Office before the student will be allowed to begin taking any medication during school hours or to use an inhaler to self-administer asthma medication. Such forms must be filed annually and as necessary for any change in the medication.
- C. All medications must be registered with the iSTEM Office and must be delivered to school in the original containers in which they were dispensed by the prescribing physician or licensed pharmacist, labeled with the date, the student's name, and the exact dosage to be administered.
- D. Medication that is brought to the office will be properly secured. Except as noted below, medication must be delivered to the iSTEM Office by the student's parent or guardian or by

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another responsible adult at the parent or guardian's request. Except as noted below, students may not bring medication to school. Students may carry emergency medications for allergies and/or reactions, or asthma inhalers during school hours provided the student has written permission from a parent or physician and has submitted the proper forms. In the case of epinephrine auto-injectors ("epi pens"), in addition to written permission and submission of proper forms, the parent or student must provide a back up dose to the school nurse. Students are strictly prohibited from transferring emergency medication, epi pens, or inhalers to any other student for their use or possession.

Medication may be conveyed to school directly by the parent or transported by transportation personnel (bus driver and/or bus aide) at parental request. This should be arranged in advance.

If, for supportable reasons, the Administration/Chief Academic Officer/Superintendent wishes to discontinue the privilege of a student self-administering a medication, except for the possession and use of asthma inhalers, the parent(s) shall be notified of the decision in sufficient time for an alternative means of administration to be established.

- E. Any unused medication unclaimed by the parent will be destroyed by school personnel when a prescription is no longer to be administered or at the end of a school year.
- F. The parents shall have sole responsibility to instruct their child to take the medication at the scheduled time.
- G. The iSTEM Office will maintain a log noting the personnel designated to administer medication, as well as the date and the time of day that administration is required. This log will be maintained along with the prescriber's written request and the parent's written release. Pol. 5330

Non-prescribed (Over-the-Counter) Medications

No staff member will dispense non-prescribed, over-the-counter (OTC) medication to any student without prior parent authorization. Parents may authorize administration of a non-prescribed medication on forms that are available from the iSTEM Office. Physician authorization is not required in such cases.

By written notice parents may also authorize that their child may self-administer non-prescribed medication and that they may keep non-prescribed medication in his/her possession.

If a student is found using or possessing a non-prescribed medication without parent authorization, the student will be brought to the iSTEM office while the student's parents are contacted for authorization. The medication will be confiscated until written authorization is received.

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Any student who distributes medication of any kind or who is found in possession of unauthorized medication is in violation of the School's Code of Conduct and will be disciplined in accordance with the drug-use provision of the Code.

A student may possess and use a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms or before exercise to prevent the onset of asthmatic symptoms, at school or at any activity, event, or program sponsored by or in which the student's school is a participant if the appropriate form is completed and on file in the iSTEM Office.

A student who is authorized to possess and use a metered dose or dry powder inhaler may not transfer possession of any inhaler or other medication to any other student. Pol. 5330

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The School's professional staff may remove or isolate a student who has been ill or has been exposed to a communicable disease or highly-transient pest, such as lice.

Specific communicable diseases include Covid-19, diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments.

Any removal will be limited to the contagious period as specified in the School's administrative guidelines. Pol. 8453

CONTROL OF NON-CASUAL-CONTACT COMMUNICABLE DISEASES

The iSTEM School District has an obligation to protect staff and students from non-casual -contact communicable diseases. When a non-casual-contact communicable disease is suspected, the student's health will be reviewed by a panel of resource people, including the County Health Department. The School will protect the privacy of the person affected and those in contact with the affected person. Students and staff will be permitted to remain in school unless there is definitive evidence to warrant exclusion.

Non-casual-contact communicable diseases include sexually transmitted diseases, AIDS, ARC-AIDS Related Complex, HIV, Hepatitis B, and other diseases that may be specified by the State Board of Health.

As required by Federal law, parents will be requested to have their child's blood checked for HIV and HBV when the child bleeds at school and students or staff members are exposed to the blood. Any testing is subject to laws protecting confidentiality. Pol. 8450

CONTROL OF BLOOD-BORNE PATHOGENS

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The iSTEM School District seeks to provide a safe educational environment for students and take appropriate measures to protect those students who may be exposed to blood-borne pathogens in the school environment and/or during their participation in school-related activities. While the risks of students being exposed to blood-borne pathogens may be low, students must assume that all body fluids are potentially infectious and must take precaution to follow universal procedures in order to reduce such risks and minimize and/or prevent the potential for accidental infection.

Students may be exposed to blood-borne pathogens in situations, including, but not limited to the following:

- Engaging in activities with other students in the school environment where physical injuries or other actions that can cause bleeding or exposure to saliva and other body fluids may occur.
- Working with equipment in the school environment that can cause cuts or similar injuries that produce bleeding.
- Participating in extracurricular activities (i.e., clubs and activities) where physical injuries or other actions that can cause bleeding may occur.

Whenever a student has contact with blood or other potentially infectious material, s/he must immediately notify his/her teacher, who will contact the iSTEM Office and assist the student in completing the requisite documents (e.g., Form 8453.02 F1 Exposure Report).

The parents of a student who is exposed will be contacted immediately regarding the exposure and encouraged to have the student's blood tested for Hepatitis B and HIV either by his/her physician or preferred health service. The student's parents are encouraged to consult with the student's physician concerning any necessary post-exposure treatment.

The student's parent will also be asked to provide a copy of the test results and any post-exposure treatment for maintenance in the student's educational record in accordance with the Federal and State laws concerning confidentiality.

The parents of the student who caused the exposure will also be contacted immediately and advised to have the student's blood tested for Hepatitis B and HIV virus either in cooperation with his/her physician or preferred health service.

The student's parents will be asked to provide a copy of the test results for maintenance in the student's educational record in accordance with Federal and State laws concerning confidentiality.

The student's parents will be encouraged to allow the iSTEM to release their child's name to the exposed student's parents, in the event serious health issues are presented as a result of the exposure. Pol. 8453.02

STUDENTS WITH DISABILITIES

The Americans with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act (Section 504) prohibit discrimination against persons with a disability in any program receiving Federal financial assistance. This protection applies not just to students, but to all individuals who have access to the iSTEM's programs and facilities.

The laws define a person with a disability as anyone who:

- A. Has a mental or physical impairment that substantially limits one or more major life activities;
- B. Has a record of such an impairment; or
- C. Is regarded as having such an impairment.

iSTEM has specific responsibilities under these two laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodation.

Additionally, in accordance with State and Federal mandates, iSTEM seeks out, assesses and appropriately services students with disabilities. Staff members use a comprehensive child study process to systematically screen, assess and, if appropriate, place students in special education and related services. Students are entitled to a free appropriate public education in the "least restrictive environment."

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEIA), A.D.A. Section 504) and State law. Contact the Geauga County Educational Service 440-279-1700 to inquire about evaluation procedures, programs, and services. Pol. 2460

HOMELESS STUDENTS

Homeless students will be provided with a free and appropriate public education in the same manner as other students served by the District. Homeless students are eligible to receive transportation services, participate in education programs for students with disabilities or limited English proficiency, participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information contact the liaison for Homeless Students at Geauga County Educational Service 440-350-2563. Pol. 511.01

PROTECTION AND PRIVACY OF STUDENT RECORDS

iSTEM maintains many student records including both directory information and confidential information.

Refer to Board policy 8330

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Directory information can be provided upon request to any individual, other than a for-profit organization, even without the written consent of a parent. Parents may refuse to allow the Board to disclose any or all “directory information” upon written notification to the Board. For further information about the items included within the category of directory information and instructions on how to prohibit its release you may consult the Board’s annual *Family Education Rights and Privacy Act* (FERPA) notice which can be found in iSTEM Board Policy.

Other than directory information, access to all other student records is protected by FERPA and Ohio law. Except in limited circumstances as specifically defined in State and Federal law, iSTEM is prohibited from releasing confidential education records to any outside individual or organization without the prior written consent of the parents, or the adult student, as well as those individuals who have matriculated and entered a post-secondary educational institution at any age. The Board will provide access or release directory information to armed forces recruiters unless the parent or student request that prior written consent be obtained. See Form 8330 F13.

Confidential records include test scores, psychological reports, behavioral data, disciplinary records, and communications with family and outside service providers.

Students and parents have the right to review and receive copies of all educational records. Costs for copies of records may be charged to the parent. To review student records please provide a written notice identifying requested student records to Administrative Assistant. You will be given an appointment with the appropriate person to answer any questions and to review the requested student records.

Parents and adult students have the right to amend a student record when they believe that any of the information contained in the record is inaccurate, misleading or violates the student’s privacy. A parent or adult student must request the amendment of a student record in writing and if the request is denied, the parent or adult student will be informed of his/her right to a hearing on the matter. Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or iSTEM’s curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- A. political affiliations or beliefs of the student or the student’s parents;
- B. mental or psychological problems of the student or the student’s family;
- C. sex behavior or attitudes;
- D. illegal, anti-social, self-incriminating or demeaning behavior;
- E. critical appraisals of other individuals with whom respondents have close family relationships;

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- F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
- G. religious practices, affiliations, or beliefs of the student or his/her parents; or
- H. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Consistent with the PPRA and Board policy, parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation. Please contact Administrative Assistant to inspect such materials.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by Administration/Chief Academic Officer.

The Chief Academic Officer will notify parents, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

- A. activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose); and
- B. the administration of any survey by a third party that contains one or more of the items described in A through H above.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpco

Informal inquiries may be sent to the Family Policy Compliance Office via the following email addresses:

FERPA@ED.Gov; and PPRA@ED.Gov. Pol. 8330

STUDENT FEES AND FINES

Students will be provided **essential** instructional materials for courses of instruction without cost.

In accordance with State law, iSTEM charges specific fees for activities and materials used in the course of instruction, depending on a student's scheduled courses. These fees are board approved on an annual basis. Fees include a 1-1 Initiative fee/Insurance. Additional costs for repairs of 1-1 technology, not covered by insurance, are the student's/parents' responsibility and payable to iSTEM. Families will be notified annually of student fees.

Charges may be imposed for loss, damage or destruction of school apparatus, technology, equipment, musical instruments, library materials, classroom materials and for damage to school buildings or property. Students using school property and equipment can be fined for excessive wear and abuse of the property and equipment. Fees may be waived in situations where there is financial hardship. Students can avoid late fines by promptly returning borrowed materials. Failure to pay fines, fees, or charges may result in the withholding of grades and credits. Pol. 6152, 6152.01

STUDENT FUND-RAISING

Students participating in school-sponsored groups and activities may solicit funds from other students, staff members, and members of the community in accordance with school guidelines. The following general rules apply to all fund-raisers:

- Students involved in the fundraiser must not interfere with students participating in other activities when soliciting funds.
- Students may not participate in a fund-raising activity conducted by a parent group, booster club, or community organization on school property without the approval of the Administration/Chief Academic Officer/Superintendent.

Students may not sell any item or service in school without the prior approval of the Chief Academic Officer. Violation of this policy may lead to disciplinary action. Pol. 5830

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, and the like, are tempting targets for theft and extortion. The school is not liable for any loss or damage to personal valuables.

MEAL SERVICE

iSTEM, through a partnership with Painesville City Schools, participates in the National School Lunch Program and makes lunches available to students. No student may leave school premises during the lunch period. Applications for the School's Free and Reduced-Priced Meal program are distributed to all

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students. If a student does not receive an application form and believes s/he is eligible, contact the Administrative Assistant. Pol. 8531

SAFETY AND SECURITY

- A. All visitors must report through the front entrance to the iSTEM Main Office when they arrive on campus. Visitors will be required to present photo I.D. that is recorded by iSTEM staff.
- B. All visitors are given and required to wear a building pass while they are in the building.
- C. Visitors must return to the Main Office when exiting the building, and return the building pass to the Auburn staff.
- D. Staff are expected to question people in the building whom they do not recognize and who are not wearing a building pass, and to question people who are "hanging around" the building after hours.
- E. Students and staff are expected to immediately report to a teacher or administrator any suspicious behavior or situation that makes them uncomfortable.
- F. As many unneeded outside doors as possible are locked during the school day.
- G. Portions of the building that will not be needed after the regular school days are closed off.

FIRE, TORNADO, AND SAFETY DRILLS

iSTEM complies with all fire safety laws and will conduct fire drills in accordance with State law and in partnership with Painesville Township Fire Department. iSTEM will conduct tornado drills during the tornado season following procedures prescribed by the State. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and orderly evacuation of the building in such cases.

Additional safety drills will be conducted as required by law. Teachers will provide specific instruction on the appropriate procedures to follow in situations where students must be secured in their building rather than evacuated. These situations can include a terrorist threat, a person in possession of a deadly weapon on school property, or other acts of violence.

EMERGENCY CLOSING AND DELAYS /CHANGES IN LEARNING ENVIRONMENT

When iSTEM brick and mortar location close, learning continues for all iSTEM students. Students are required to be "in" class virtually with their teachers. All learning activities will continue uninterrupted including PBL, blogging, email, Twitter posts, virtual collaboration, engagement, etc. Teachers will require students to report to school the following day demonstrating work was continued, completed and electronically submitted on such days. As a result of this practice, iSTEM will not have to make up hours or days due to school closures.

iSTEM will notify the following television stations of this change in learning environment.

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Channel 3 – WKYC, Channel 5 – WEWS, Fox8

Information concerning changes in learning environment due to emergency situations can also be found on the iSTEM website, Facebook, and Twitter.

Parents will be notified of changes in learning environment via a pre-recorded message delivered to the phone number on file as well as email. Parents and students are responsible for knowing about changes in learning environments. Pol. 8210

PREPAREDNESS FOR TOXIC AND ASBESTOS HAZARDS

The School is concerned for the safety of students and attempts to comply with all Federal and State Laws and Regulations to protect students from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A copy of *Hadden Building Preparedness for Toxic Hazard and Asbestos Hazard Policy* and asbestos management plan is available for inspection at the iSTEM offices upon request. Pol. 8431

VISITORS

As a State of Ohio designated STEM school, iSTEM anticipates guests and visitors will be on campus and in classrooms on a regular basis, however during the 2020-2021 school year guests will not be permitted due to Covid-19. During times outside of the pandemic, iSTEM does encourage parent and community members to be actively involved in our students' learning experiences when permissible. Administration and office staff will make a strong effort to notify staff in advance when guests are expected. However, staff and students should be prepared to also welcome unexpected guests. Teachers who plan to have parents, volunteers or other guests in their classroom should notify the iSTEM office in advance. All guests will be required to follow iSTEM visitor procedures.

Parent and/or community volunteers may join in classroom activities as deemed instructionally appropriate by classroom teachers. However, no parent or other volunteer may be left alone with students unless that person has been officially approved as an iSTEM volunteer, and has successfully completed state mandated background check. Official iSTEM volunteers will have school photo identification. Pol. 9150 Due to Covid-19 classroom volunteer activities have been suspended.

USE OF SCHOOL EQUIPMENT AND FACILITIES

Students are responsible for the proper use and protection of any equipment or facility they are permitted to use. Pol. 7530

LOST AND FOUND

The lost and found area is in the iSTEM Administrative Assistant's office. Students who have lost items should check there and may retrieve their items if they give a proper description. Unclaimed items will be given to charity at the close of the school year.

USE OF WIRELESS COMMUNICATION DEVICES

See Board policy 7540.03

“Sexting” is prohibited at any time on school property or at school functions. Sexting is the electronic transmission of sexual messages or pictures, usually through cell phone text messaging. Such conduct not only is potentially dangerous for the involved students, but can lead to unwanted exposure of the messages and images to others, and could result in criminal violations related to the transmission or possession of child pornography. Such conduct will be subject to discipline and possible confiscation of the wireless communication device. Pol. 5136

ADVERTISING OUTSIDE ACTIVITIES

Any requests from civic institutions, charitable organizations, or special interest groups, which involve such activities as patriotic functions, contests, exhibits, sales of products to and by students, sending promotional materials home with students, graduation prizes, fundraising, and free teaching materials must be carefully reviewed to ensure that such activities promote student interests.

It is the policy of the Board of Education that students, staff members, and District facilities not be used for promoting the interest of any non-school agency or organization, public or private, without the approval of the Board or its designee; and any such approval granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by the Board. Pol. 9700

SECTION II - ACADEMICS

FIELD TRIPS/FIELD STUDY

Field trips and field studies are academic learning experiences that are held off school grounds. Due to Covid-19 these field trips and field study activities have been suspended.

MASTERY ASSESSMENT/GRADING

Mastery Courses:

Core classes follow a mastery-grading procedure. Mastery is demonstrated through excellence in a concept, skill and/or content standard and proves that a student is ready for entry-level college coursework. The student is able to analyze, synthesize, evaluate, design and transfer essential content in a professional way and makes strides to challenge and advance their own thinking and understanding.

- The gradebook for mastery courses uses the following weighted point system:

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- 80% of points in the course are available via mastery assessments
- 10% P&P (Preparation & Practice) which may include in-class assignments, at-home assignments, quizzes, flipped classroom assignments, etc.
- 10% Final Exam/Project (cannot remediate)
- Final grades are calculated as follows:
 - “A” if overall percentage in Schoology gradebook is 90% or higher - and the student has no mastery assessments in remediation
 - “B” if overall percentage in Schoology gradebook is 80-89% - and the student has no mastery assessments in remediation
 - “C” if overall percentage in Schoology gradebook is 70-79% and a parent has signed permission for the student to accept this final grade.
 - “IP” if any standards are in remediation; course will need to be retaken when iSTEM next offers the course
- Remediation
 - All mastery assessments below 80% must be remediated
 - A maximum of 3 total attempts per mastery assessment will be offered
 - Each teacher may require specific remediation work prior to retesting
 - Remediation and retesting must be completed within the timeframe indicated on course syllabi
 - Opportunities to remediate:
 - A minimum of 5 blocks (determined by individual teachers) will be dedicated to remediation and retesting within the term
 - Office hours will be held once per week after school to allow for additional assistance and retesting
 - Some remediation work and preparation for remediation assignments/tests should be completed outside of class

Non-Mastery Courses:

Certain courses taken at iSTEM may NOT follow the mastery grading system, including the STEM courses and online courses.

These courses will follow a point system and the final grade will be determined by the percent of points earned by the end of the term, as indicated in Schoology.

- “A” if overall percentage in Schoology gradebook is 90% or higher
- “B” if overall percentage in Schoology gradebook is 80-89%
- “C” if overall percentage in Schoology gradebook is 70-79%

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- “D” if overall percentage in Schoology gradebook is 60-69%
- “F” if overall percentage is 59% or lower

Bridge Courses:

Bridge courses are defined as content courses that exceed iSTEM graduation requirements and prepare students for taking college science/math courses and college courses in general. These courses “bridge” the transition between mastery graded courses and traditionally graded courses; similar to those courses found at a college level. They are standards-based and allow retesting. At the end of the course a grade is assigned like those of a non-mastery course. Remediation is conducted during office hours and select class blocks (determined by the teacher). Student may choose to take the course a second time and would be offered a grade replacement, earning credit one time. These courses will be designated on the course selection sheet.

Multiple Forms of Learning

Students will be challenged to demonstrate knowledge in more ways than just taking a test. Students who typically perform well on tests will learn how to convey that knowledge in real life applications for use in post-school life. However, tests will also be utilized to make sure that all students possess the foundations necessary for a college curriculum. In most instances, students will be able to choose how they design and implement many of their mastery projects. This allows for students to not only grasp essential content knowledge, but also to develop a love for learning that will aid them in the future. Pol. 5421

Mastery Remediation

Throughout the semester, students without mastery on a certain standard/unit will have an opportunity to remediate. During this period of time, students will meet with their instructors one-on-one to address concerns, ask questions, and obtain alternative assignments to ensure understanding. Any student who fails to master the class by the end of the semester will be asked to repeat the class. However, because of the accelerated academics offered at iSTEM, students are not left behind in graduating. Instead, students will just be delayed in taking a full college schedule their 3rd and 4th year. Pol. 5421

Grade Point Average

To calculate a grade point average (G.P.A.), assign a weighted point value to each course grade and divide by the total number of credits. For partial-credit courses use the fractional value of the grade. For example, a half credit course with an earned grade of a C would be $.5 \times 2 = 1$. Then add this to the other grades earned for total points earned. This total is then divided by the total credits earned to determine the G.P.A. This can be done by grading period, semester, year or for a series of school years. Pol. 5421

How is my grade calculated?

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Assignments that count for mastery include: unit tests, mid-terms, final exams, cumulative assessments and projects. Each test or project will be aligned with the Ohio Learning Standards. For reporting in the student's Learning Management System tracker, "Mastery" on a standard is one must earn a 90-100%. "Near Mastery" is considered 80-89% while "Remediation" is 79% and below. Since progress at iSTEM is based on Mastery learning and will be regularly updated in the Learning Management System, progress will be entered into Infinite Campus at the end of a grading period. End of course grades will be entered into Infinite Campus and will display an "A" for a percentage between 90-100%, a "B" for a percentage between 80-89% or as a "IP" (IN PROGRESS) for work below 80% mastery. Students receiving an "IP" (IN PROGRESS) and will be required to continue/participate in the course when offered again until Mastery or Near-Mastery is reached. At that time, the final grade will be substituted for the "IP". Non-mastery courses and bridge courses will be graded following the traditional grading scale outlined in the non-mastery section of this handbook.

Students will receive a progress report at the end of each nine (9) week period indicating their iSTEM grades for each course of study for that portion of the academic term. This reporting period may be necessary for participation in extracurricular activities at a student's home district. At the end of the grading period, your instructor will inform you how many standards will count towards mastery for that 9 week period. Your grade book in the Learning Management System could have red (remediation), light green (near mastery), or green (mastery). Grades will be assigned based on the percentage earned at that time.

When a student appears to be at risk of failure, reasonable efforts will be made to notify the parents so they can talk with the teacher about what actions can be taken to improve poor grades. Pol. 5421

ACADEMIC INTEGRITY

At iSTEM, academic integrity is a core value. Trust that is built between a student and their teacher, nurtures a growth mindset, therefore submitting a student's own work is a core value and expectation for growth. Academic dishonesty does not align with a growth mindset or mastery instructional environment, and will be dealt with on an individual basis, which may lead to further disciplinary action. Plagiarism (Code of Students' Rights, Responsibilities and Conduct from Indiana University, June 2005) is defined as presenting someone else's work, including the work of other students, as one's own. Any ideas or materials taken from another source for either written or oral use must be fully acknowledged, unless the information is common knowledge.

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- A. A student must not adopt or reproduce ideas, opinions, theories, formulas, graphics or pictures of another person without acknowledgement or without consent from the teacher for that specific assignment.
- B. Students must give credit to the originality of others and acknowledge an indebtedness whenever:
 - a. Directly quoting another person's actual words, whether oral or written;
 - b. Using another person's ideas, opinions, or theories;
 - c. Paraphrasing the words, ideas, or theories of others;
 - d. Borrowing facts, stats, or materials; or
 - e. Offering materials of others in projects or collections without acknowledgement.

PROMOTION, ACCELERATION, AND RETENTION

iSTEM Administration will utilize the items below for promotion, acceleration, and retention. Promotion to the next grade (or level) is based on the following criteria:

- A. current level of achievement based on instructional objectives and mandated requirements for the current grade
- B. potential for success at the next level
- C. emotional, physical, and/or social maturity necessary for a successful learning experience in the next grade

A student may be accelerated (either by whole-grade or by subject area) when his/her performance and measured ability significantly exceeds that of his/her grade level peers. Students can be nominated for acceleration by teachers, administrators, parents, and the student him/herself. Decisions regarding acceleration are based on the following criteria:

- A. achievement of grade/course objective and any applicable State-mandated requirements for the grade/course in which the student is currently and any grade(s)/course(s) in the student will skip
- B. achievement of instructional objectives for the present grade/course as well as the succeeding one(s)
- C. potential for success in the accelerated placement based on sufficient proficiency at current level

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- D. social, emotional, and physical maturation necessary for success in an accelerated placement

A student may be retained at his/her current grade level based on the following criteria:

- A. failure to demonstrate proficiency in mathematics and reading **and other core subjects required for graduation.**
- B. failure to achieve the instructional objectives/standards at mastery for the current grade level that are requisite for success at the next grade level
- C. scoring at the below basic level on any State-mandated assessment test

A student will be retained if s/he is truant (absent without excuse) for more than ten percent (10%) of the required attendance days of the current school year AND has failed two (2) or more of the required curriculum subject areas in the current grade.

Even if s/he falls in the preceding category, a student may be promoted if the Chief Academic Officer and the teachers of the classes that the student failed agree that the student is academically prepared to be promoted.

No student will be promoted to the ninth grade unless s/he has completed a one-year course in American History. Pol. 410

GRADUATION REQUIREMENTS

As an early college high school, iSTEM students will have significant opportunities for academic acceleration. It is anticipated that most students will complete the majority of Ohio/iSTEM minimum graduation requirements faster than those who attend a traditional high school. Students who have met the academic and social/emotional readiness expectations to begin college coursework, can take dual credit courses (class that counts for both high school and college transcript) or college only courses. As a result of this acceleration plan, within a traditional four-year high school experience, iSTEM students may earn up to 30 college credits per year towards a post-secondary degree or certificate.

Normally, students will complete graduation requirements in four (4) years. In order to receive a diploma and graduate, a student must earn the points required on all of assessment tests required by the Ohio Department of Education (ODE) for graduation, or demonstrate the competency outlined by the Ohio Department of Education for the anticipated year of graduation, unless waived by the Department of Education under circumstances presented during the Covid-19 pandemic. All students must meet the iSTEM Geauga Early College High School requirements for basic course-work, and earn the total number of iSTEM high school credits. For students enrolled in special education, the criteria for graduation and the extent of participation in the State-mandated assessment tests will be determined by their IEP team.

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iSTEM students will be required to complete the following course requirements.

English Language Arts	4 credits/units	Mathematics	4 credits/units ¹
Science	3 credits/units ²	Social Studies	3 units ³
Health	½ credit/unit	Physical Education	½ credit/unit ⁴
Electives	5 units ⁵	Other Requirements	Economics & financial literacy ⁶ (embedded in STEM Class. Fine Art 1 credit/unit
STEM	4 credits/units (or the number of years enrolled at iSTEM)	Technology	1 credit

¹ Mathematics units must include one unit of algebra II or the equivalent of algebra II. Students on a Student Success Plan may be exempted from taking algebra II. Students pursuing a career-technical instructional track, to take a career-based pathway mathematics course as an alternative to Algebra II.

² Science units must include one unit of physical sciences, one unit of life sciences and one unit advanced study in one or more of the following sciences: chemistry, physics or other physical science; advanced biology or other life science; astronomy, physical geology or other earth or space science. Students on a Student Success Plan may be exempted from advanced study in science.

³ Social studies units must include ½ unit of American history and ½ unit of American government. Class of 2022 and beyond are required to take a World History unit.

⁴ iSTEM will not provide physical education through a traditional ‘school based program’. Students may complete physical education requirements through flex credit or educational option. In addition, iSTEM policy exempts students who participate in interscholastic athletics, marching band or cheerleading at their resident district for two full seasons or an approved Junior Reserve Officer Training Corps (JROTC) program for two years from the physical education requirement. Students who are ‘exempt’ must take another course, which cannot be a physical education course, of at least 60 contact hours.

⁵ Electives units must include one or any combination of foreign language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social studies courses not otherwise required.

Honors Diploma

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iSTEM shall award the Diploma with Honors or STEM Honors to any student who has met the criteria outlined by the Ohio Department of Education.

It is the student's responsibility to maintain contact with his/her staff advisor to ensure that his/her graduation requirements are being met.

EARLY GRADUATION

Students who wish to apply for early graduation should apply to the Administration/Chief Academic Officer/Superintendent. Early graduation will be permitted if the student fulfills the graduation requirements and conditions for graduation. Students who choose early graduation may participate in the graduation ceremonies of their designated class. Pol. 5464

EDUCATIONAL OPTIONS

iSTEM provides alternative means by which a student can achieve the goals of our school, as well as his/her personal educational goals.

A list of the approved Educational Options is available in the iSTEM Office.

In order to participate in an Educational Option, the student must first submit an application for approval by the Administration/Chief Academic Officer/Superintendent. Students under the age of 18 may only participate with the written consent of their parent or guardian. Applications are available in the iSTEM Office. Credit will be granted upon the successful completion of an approved program and will be placed on the student's transcript. Pol. 2370

College Credit Plus (formerly Post Secondary Options)- update(s) may exist.

See <http://education.ohio.gov/>

iSTEM students can apply for College Credit Plus admission to a public or participating private college. The college will admit students based on individual college-readiness in one or more subject areas. iSTEM Advisors will assist students and families to understand options, deadlines, and how to proceed. As per Ohio law, students may not participate in the College Credit Plus program beyond your anticipated high school graduation date.

College Credit Plus allows iSTEM students to earn college credit and apply that credit toward high school graduation requirements. Successful completion of a three or more credit-hour college course will result in 1.0 Carnegie unit earned at the high school.

College Credit Plus does not replace the requirements to earn an iSTEM high school diploma. This includes earning 18 points or more on end of course exams (or other graduation pathways). Students enrolled in college courses, must take the end-of-course exams in English I, English II, Algebra I and Geometry.

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However, College Credit Plus courses in Physical Science, American Government, and American History substitute for end of course exams. The student's end-of-course grades in Physical Science, American Government, and American History will correspond with a point scale used for graduation requirements.

High school credit awarded for courses successfully completed under College Credit Plus will satisfy or exceed iSTEM graduation requirements and subject area requirements. Courses successfully completed under College Credit Plus will be listed by course title on the high school transcript.

Students who fail to maintain a grade point average of 2.0 on college coursework, or withdraws from or receives no credit for two or more courses in the same term, will be considered an "underperforming student". If a student remains an "underperforming student for two (2) consecutive terms, the student will be deemed "ineligible". "Underperforming" students shall be placed on probation and follow the guidelines outlined in the iSTEM CCP Handbook.

Students attending a public college will not be charged for tuition, books, or fees. Students attending a private college may be charged based on the particular private college and where the course is delivered, in accordance with law. Responsibility for transportation rests with the student. Students who qualify for the free and reduced lunch program may not have to pay any fees to a private college.

College Credit Plus classes failed or withdrawn with an "F" will receive an "F" on the high school and college transcripts and will be computed into the high school and college GPA. If a student does not receive a passing grade, iSTEM may seek reimbursement for the amount of state funds paid to the college on the student's behalf for that college course and textbook costs related to the coursework. iSTEM may withhold grades and credits received for high school courses taken until reimbursement has been made.

A student shall be denied high school credit for any portions of or for the entire class if taken during a period of expulsion. Student participation requires written consent of the Chief Academic Officer and, for students under 18, written consent of the parents or attendance in counseling services offered with this educational option. Any interested student should contact iSTEM Office to obtain the necessary information. Pol. 2271.

PREPARATION & PRACTICE (P&P)/HOMEWORK

Students will be assigned preparation and practice (P&P) when the assignment is essential to successful student learning. Teachers will take into consideration all students' learning styles and instructional needs when considering the length of all preparation and practice.. Teachers are responsible for monitoring student progress toward meeting instructional goals/standards. If a student is not completing quality work, the teacher must contact the parents. Teachers must communicate directly with the parents and document the date, time, reason for the call and result of the call. In the event that a student continues to

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refuse to complete class work, projects and/or assignments, the teacher and the administrator will schedule a conference with the student and their parent(s). During this time, the administrator will review the P&P expectations and will work with the parents, student, and teacher to develop an appropriate action plan.

COMPUTER TECHNOLOGY AND NETWORKS

iSTEM provides Internet services to its students during the school day at iSTEM. The Internet system has a limited educational purpose, and has not been established as a public access service or a public forum. Student use of iSTEM's computers, network and Internet services/connection ("Network") are governed by the following principles and guidelines, and the Student Code of Conduct. Users have a limited privacy expectation in the content of their personal files and records of their online activity while on the Network.

Parents and students are advised that the Board may not be able to technologically limit access through the Board's Internet connection to only those services that have been authorized for the purpose of instruction, study and research related to the curriculum. Because it serves as a gateway to any publicly available file server in the world, the Internet opens classrooms and students to electronic information resources that have not been screened by educators for use by students of various ages. iSTEM uses a Technology Protection Measure, which is a specific technology that will protect against (e.g., filter or block) access to visual displays/depictions that are obscene, pornographic, and materials that are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Chief Academic Officer, the Technology Protection Measure may be configured to protect against access to other material considered inappropriate for students to access.

iSTEM further utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that a determined user may be able to gain access to services on the Internet that are not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents/Guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/Guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. iSTEM supports and respects each family's right to decide whether to apply for independent student access to the Internet.

Students are encouraged to use the "Network" for educational purposes. Use of the Network is a privilege, not a right. When using the Network, students must conduct themselves in a responsible, efficient, ethical, and legal manner. Students are responsible for good behavior on iSTEM computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature.

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General school rules for behavior and communication apply. Unauthorized or inappropriate use of the Network, including any violation of these rules, may result in cancellation of the privilege, disciplinary action consistent with the Student Code of Conduct, and/or civil or criminal liability. Prior to accessing the Network, students must sign the Student Network and Internet Acceptable Use and Safety Agreement. Parent permission is required for minors. Parents are encouraged to discuss their values with their children so that students can make decisions regarding their use of the Network that is in accord with their personal and family values, in addition to the Board's standards.

Students must complete a mandatory training session/program regarding the appropriate use of technology and online safety and security as specified in Policy 7540.03 – Student Network and Internet Acceptable Use and Safety before being permitted to access the Network and/or being assigned an e-mail address.

Smooth operation of the Network relies upon users adhering to the following guidelines. The guidelines outlined below are not exhaustive but are provided so that users are aware of their general responsibilities.

- A. Students are responsible for their behavior and communication on the Network.
- B. Students may only access the Network by using their assigned Network account. Use of another person's account/address/password is prohibited. Students may not allow other users to utilize their account/address/password. Students may not go beyond their authorized access.
- C. Students may not intentionally seek information on, obtain copies of, or modify files, data or passwords belonging to other users, or misrepresent other users on the Network.
- D. Students may not use the Network to engage in "hacking" or other illegal activities (e.g., software pirating; intellectual property violations; engaging in slander, libel, or harassment; threatening the life or safety of another; stalking; transmission of obscene materials or child pornography; fraud; sale of illegal substances and goods).
- E. Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited.
- F. Any use of the Network for commercial purposes (e.g., purchasing or offering for sale personal products or services by students), advertising, or political lobbying is prohibited. This provision shall not limit the use of the Network by students for the purpose of communicating with elected representatives or expressing views on political issues.
- G. Use of the Network to engage in cyber bullying is prohibited. "Cyber bullying" involves the use of information and communication technologies such as e-mail, cell phone text messages, instant messaging (IM), defamatory personal Websites or social media accounts, and defamatory online personal polling Websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others." For further information on cyber bullying, visit <http://www.cyberbullying.ca>

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Cyber bullying includes, but is not limited to the following:

1. posting slurs or rumors or other disparaging remarks about a student or school staff member on a web site or social media;
2. sending e-mail or instant messages that are mean or threatening, or so numerous as to drive up the victim's cell phone bill;
3. using a camera phone to take and send embarrassing photographs/recordings of students or school staff members or post these images on video sharing sites such as YouTube or other social media;
4. posting misleading or fake photographs of students or school staff members on web sites or social media.

To the extent permitted by the First Amendment, instances of cyber bullying off school grounds that disrupt the school environment or interfere with the learning process will be considered violations of the Student Code of Conduct.

H. Students are expected to abide by the following generally-accepted rules of network etiquette:

Be polite, courteous, and respectful in your messages to others. Use language appropriate to school situations in any communications made through the Network. Do not use obscene, profane, lewd, vulgar, rude, inflammatory, sexually explicit, defamatory, threatening, abusive or disrespectful language in communications through the Network (including, but not limited to, public messages, private messages, and material posted on web pages or social media).

1. Do not engage in personal attacks, including prejudicial or discriminatory attacks.
2. Do not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a student is told by a person to stop sending him/her messages, the student must stop.
3. Do not post information that, if acted upon, could cause damage or a danger of disruption.
4. Never reveal names, addresses, phone numbers, or passwords of yourself or other students, family members, teachers, administrators, or other staff members while communicating on the Internet. This prohibition includes, but is not limited to, disclosing personal identification information on commercial web sites.
5. Do not transmit pictures or other information that could be used to establish your identity without prior approval of a teacher.
6. Never agree to get together with someone you "meet" on-line without parent approval and participation.

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7. Check e-mail frequently and diligently delete old mail on a regular basis from the personal mail directory to avoid excessive use of the electronic mail disk space.
 8. Students should promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable, especially any e-mail that contains pornography. Students should not delete such messages until instructed to do so by a staff member.
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- I. Malicious use of the Network to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use the Network in such a way that would disrupt its use by others. Students must avoid intentionally wasting limited resources. Students may not bypass or attempt to bypass Technology Protection Measure. Students must immediately notify the teacher or Chief Academic Officer if they identify a possible security problem. Students should not go looking for security problems, because this may be construed as an unlawful attempt to gain access.
 - J. All communications and information accessible via the Internet should be assumed to be private property (i.e. copyrighted and/or trademarked). All copyright issues regarding software, information, and attributions/acknowledgement of authorship must be respected. Rules against plagiarism will be enforced.
 - K. Downloading of information onto the Board's hard drives is prohibited, without prior approval from teacher. If a student transfers files from information services and electronic bulletin board services, the student must check the file with a virus-detection program before opening the file for use. Only public domain software may be downloaded. If a student transfers a file or software program that infects the Network with a virus and causes damage, the student will be liable for any and all repair costs to make the Network once again fully operational.
 - L. Students must secure prior approval from a teacher before joining a Listserv (electronic mailing lists) and should not post personal messages on bulletin boards or "Listservs."
 - M. Students may use real-time electronic communication, such as chat or instant messaging, only under the direct supervision of a teacher or in moderated environments that have been established to support educational activities and have been approved by the Board, Chief Academic Officer, or principal.
 - N. Privacy in communication over the Internet and the Network is not guaranteed. In order to verify compliance with these guidelines, the Board reserves the right to monitor, review, and inspect any directories, files and/or message residing on or sent using the Network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
 - O. Use of the Internet and any information procured from the Internet is at the student's own risk. The Board makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the Network will be error-free or without defect. The Board is not responsible for any damage a user may suffer, including, but not limited to, loss of data,

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service interruptions, or exposure to inappropriate material or people. The Board is not responsible for the accuracy or quality of information obtained through the Internet. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials. The Board will not be responsible for financial obligations arising through the unauthorized use of the Network. Students or parents of students will indemnify and hold the Board harmless from any losses sustained as the result of misuse of the Network by the student. Use of the Network by students will be limited to those students whose parents have signed a release of claims for damages against the Board.

- P. Since there is no central authority on the Internet, each site is responsible for its own users. Complaints received from other sites regarding any users will be fully investigated and disciplinary action will be taken as appropriate.
- Q. Preservation of Resources and Priorities of Use: Computer resources are limited. Because space on disk drives and bandwidth across the lines which connect the Network (both internally and externally) are limited, neither programs nor information may be stored on the system without the permission of the teacher. Each student is permitted reasonable space to store e-mail, web, and personal files. The Board reserves the right to require the purging of files in order to regain disk space. Students who require access to the Network for class-or instruction related activities have priority over other users. Students not using the Network for class-related activities may be "bumped" by any student requiring access for class-or instruction related purpose. Pol. 7540

STUDENT ASSESSMENT

Unless exempted, each student must follow state guidelines for state mandated assessments. Additional group tests are given to students to monitor progress and determine educational mastery levels. These tests help the staff determine instructional needs. Classroom tests are given to assess student progress and assign grades. These are selected or prepared by teachers to assess student achievement on specific objectives. Career and interest surveys may be given to identify particular areas of student interests or talent. These are often given by the guidance staff. College entrance testing information can be obtained from the iSTEM Office. Pol. 2623

PUBLIC SCHOOL CHOICE OPTIONS

The No Child Left Behind Act of 2001 provides that parents/guardians of students enrolled in a Title I school in the District the first year following the building's identification as being in "School Improvement" have the right to transfer their children to another school in the District, provided there is a school that provides instruction at the students' grade level(s) and such school has not been identified as being in the process of school improvement, corrective action, or restructuring. However, if there is not another school in the District offering instruction at the students' grade level(s) that has not been identified as needing improvement, the administrator will contact neighboring districts and request that they permit students to transfer to a school in one of those districts. Supplemental Education Services (SES) will also

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be offered to students in any school no later than the first year following the building's identification as being in "School Improvement", regardless of whether a transfer option is available.

Additionally, if a school within the District has been designated as “persistently dangerous” as defined by State law, students have the right to transfer to another “safe” school in the District. If there is not another “safe” school in the District providing instruction at the students’ grade level(s), the administration shall contact neighboring districts and request that they permit students to transfer to a school in one of those districts. Further, if a student is a victim of a violent crime on school property, s/he also has the right to transfer to another school in the District. If there is not another school in the District providing instruction at the student’s grade level, the administration shall contact neighboring districts and request that they permit that student to transfer to a school in one of those districts providing instruction at the student’s grade level.

SECTION III - STUDENT ACTIVITIES SCHOOL-SPONSORED CLUBS AND ACTIVITIES

iSTEM provides students the opportunity to broaden their learning through curricular-related activities. A curricular-related activity may be taken for credit, required for a particular course, and/or contain school subject matter. Extra-curricular activities do not reflect the School curriculum, but are made available to students to allow them to pursue additional worthwhile activities such as recreational sports, drama, and the like.

The Board will review proposals from students and staff to create curricular and extra-curricular activities/clubs. In order to be considered by Board, students must develop a formal proposal that describes how the club/activity:

- meets the definition of curricular activity or extra-curricular activity
- directly aligns to iSTEM vision, mission and core values
- will be student led and staff sponsored
- has a plan for start up and recruitment
- will be self-sustaining (financially) within 3 years and includes plan for fundraising to cover costs for program start up.

Administration/Chief Academic Officer/Superintendent will work with students and staff prior to Board review to ensure the proposal is ready for submission. Board will only review proposals once Administration/Chief Academic Officer/Superintendent gives the proposal a formal recommendation. Once a club or activity is approved by the Board, it will be listed on iSTEM website.

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All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements. Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 2430.

ATHLETICS

iSTEM does not provide athletic activities. As per Ohio law for STEM designated schools, iSTEM students may participate in athletics in their resident district provided they meet eligibility requirements established by the Board and by the Ohio High School Athletic Association (OHSAA). Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel in their resident district without further notice, hearing and/or appeal rights in accordance with Board Policy 2431.

STUDENT ATTENDANCE AT SCHOOL EVENTS

Students are encouraged to attend as many after school events as possible, without interfering with their schoolwork and home activities. Enthusiastic spectators help to build school spirit and encourage those students participating in the event. All school events are postponed due to Covid-19 for the 2020-2021 school year.

It is strongly advised that students attending evening events as nonparticipants be accompanied by a parent or adult chaperone. The Board is not responsible for supervising unaccompanied students nor will it be responsible for students who arrive without an adult chaperone. Pol. 5855

SECTION IV - STUDENT CONDUCT ATTENDANCE

School Attendance Policy

Regular attendance is a significant student responsibility at all grade levels. Many studies correlate regular attendance with success in school. Regular attendance means that the academic learning process is not interrupted, less time is spent on make-up assignments, and students benefit from participation and interaction with others in class. Many important lessons are learned through active participation in classroom and other school activities that cannot be replaced by individual study.

Establishing a pattern of good attendance will benefit the student in school and in the workplace. Attendance is important in the development of a high quality work ethic, which will be a significant factor in a student's success with future employers. One of the most important work habits that employers look for in hiring and promoting a person is his/her dependability in coming to work every day on time. This is a habit iSTEM wants to help students develop as early as possible. Pol. 5200

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To support academic success for all students, the district will partner with students and their families to identify and reduce barriers to regular school attendance. The district will utilize a continuum of strategies to reduce student absence including, but not limited to:

- Notification of student absence to parent/guardian;
- Development and implementation of an absence intervention plan;
- Counseling;
- Parent education/parenting programs;
- Mediation;
- Intervention programs available through juvenile authorities

Truancy and Excessive Absences

Unexcused absence from school (truancy) is not acceptable. A student will be considered habitually truant if the student is absent without a legitimate excuse for 30 or more consecutive hours without a legitimate excuse, for 42 or more hours in 1 month, or 72 or more hours in 1 school year. If an student is absent for 38 or more hours in one school month with or without a legitimate excuse, or absent for 65 or more hours in one school year with or without a legitimate excuse, a student is considered to have excessive absences. The student's parent/guardian will be notified in writing within 7 days of the triggering absence. The district will deploy an absence intervention team when a student is deemed habitually truant. An absence intervention team will be deployed at the district's discretion when a student is deemed to have excessive absences.

See Board Policy 5200.

Excused Absences

Students may be excused from school for one or more of the reasons set forth in ORC 3321.04 and Ohio Administrative Code 3301-69-02.

Notification of Absence

If a student will be absent, the parents must notify the School at **440-358-8038** by **8:00 a.m.** and provide an explanation. If prior contact is not possible, the parents should provide a written excuse as soon as possible after the student's absence. When no excuse is provided, the absence will be unexcused and the student will be identified as truant for that school day. If the offered excuse for a student's absence is questionable or if the number of student absences is excessive, the school staff will notify the parents of the need for improvement in the student's attendance.

A skipped class or part of the school day will be identified as an unexcused absence. The student may also be subject to disciplinary action.

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Students with a health condition that causes repeated absences must provide the administration with an explanation of the condition from a registered physician.

Make-up of Tests and Other School Work

Students who are absent from school with an excuse shall be given the opportunity to makeup missed work. The student should contact his/her teachers as soon as possible to obtain assignments. When possible, the student will access coursework virtually to participate in classwork.

If a student misses a required classroom assessment due to an excused absence, s/he should make arrangements with the teacher to take the test at another time. If s/he misses a state mandated assessment test or other standardized test, the student should consult with the iSTEM office to arrange for administration of the test at another time.

Suspension from School

Absence from school due to suspension shall be considered an authorized absence. A suspended student will be allowed to make-up schoolwork missed due to suspension and will receive credit for work assigned on days missed.

Unexcused Absences

Any student who is absent from school for all or any part of the day without a legitimate excuse shall be considered truant and the student and his/her parents shall be subject to the truancy laws of the State. See also Truancy.

If a student under the age of 18, has 10 or more consecutive or 15 total days of unexcused absence during a semester, s/he will be considered habitually absent and will be reported to the Judge of the Juvenile Court and to the Bureau of Motor Vehicles for suspension of his/her driver's license, if appropriate, as a result of this excessive absence.

Tardiness

Each student is expected to be in his/her assigned location throughout the school day. If a student is late arriving at school, s/he must report to the iSTEM office before going to his/her first assigned location. Tardiness will count towards excessive absence time. Any student who is late to class may be referred for disciplinary action.

Vacations During the School Year

It is recommended that parents not take their child out of school for vacations. When a family vacation must be scheduled during the school year, the parents should discuss the matter with the Chief Academic

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Officer to make necessary arrangements. It may be possible for the student to receive assignments that may be completed during the trip.

Parking/Driving - Students

No student may drive to iSTEM without a Parking Permit issued by iSTEM. Students driving a vehicle to school have the responsibility of maintaining safety standards. Disregarding any of the rules may result in a denial of driving privileges.

Students who drive to iSTEM that do not secure a permanent or one-day temporary permit are subject to revoking of future driving privileges.

Students and their parents/guardians assume full responsibility and liability for any transportation to and from school that is not officially provided by their home district.

Due to limited parking facilities at iSTEM, students participating in off campus CCP courses will be given first priority securing driving privileges.

The following are driving/parking regulations:

1. Permanent parking permit cost is \$30.00 for the school year. A reduced fee of \$20.00 will be charged for second semester. Replacement fee for lost or stolen tag is \$10.00. One-day temporary parking permit is \$5.00 for each day issued. Parking fees are non-refundable. Parking pass applications are available at the iSTEM school office.
2. Students need to register their vehicles with the iSTEM School Office by showing their valid driver's license and proof of insurance and completing the parking permit forms which can be found on the iSTEM website www.istemghs.org or through the school office. (Ohio law requires a valid driver's license and liability insurance and both will be kept on file).
3. Permit parking tag must be displayed on the rearview mirror with the front showing through the windshield at all times while on school property.
4. A parking permit is to be used only by the permit holder.
5. Students are not to visit the parking lot during regular school hours, including lunch.
6. No loitering is allowed in any vehicle. When students arrive at school, they are to park and lock their cars and enter the building immediately.
7. All student vehicles must enter through the east driveway, and can only park in the parking lot at the east side of the building..
8. Student drivers are required to stop when hailed by any iSTEM staff member.
9. All drivers shall obey the traffic flow when exiting the parking lot and maintain the 10-mph speed limit on school grounds and 20-mph school zone on Mentor Road.

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10. Squealing tires, hot-rodding, or general reckless operation shall result in loss of driving privileges.
11. Vehicles should be locked; iSTEM assumes no responsibility for theft or damage to vehicles or their contents.
12. All vehicles entering school property are subject to search and inspection. Failure to comply with a reasonable search will be considered insubordination.
13. Any vehicle illegally parked without a permit on the iSTEM property may be wheel-locked or towed at the owner's expense.
14. If a student's parking privileges are suspended as a result of the violation of regulations, no fees will be refunded by the Board.
15. A violation of regulations can result in the loss of driving privileges. The amount of time is determined by individual circumstances but can result in losing driving privileges for the remainder of the school year.
16. Students are to follow all Ohio Bureau of Motor Vehicles Laws
17. Parents/Guardians and students are reminded that Ohio Revised Code Section 4507.071 limits the number of passengers who can ride with a driver holding a probationary license.

CODE OF CONDUCT

A major component of the educational program is to prepare students to become responsible citizens by learning how to conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State and local laws and rules and Board policies and Administrative Guidelines, and in a way that respects the rights and safety of others. Staff will take corrective action to discipline a student and/or to modify the student's behavior when a student's behavior does not fall within these parameters.

School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances. Pol. 5500

Expected Behaviors

Students are expected to: act courteously to adults and fellow students; be prompt to school and attentive in class; work cooperatively with others when involved in accomplishing a common goal regardless of the other's ability, gender, race, or ethnic background; complete assigned tasks on time and as directed; help maintain a school environment that is safe, friendly, and productive; act at all times in a

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manner that reflects pride in self, family, and in the School and demonstrate iSTEM Core Values of Integrity, Ingenuity and Imagination.

Classroom Environment

It is the responsibility of students, teachers, and administrators to maintain a classroom environment that allows a teacher to communicate effectively with all students in the class; and all students in the class the opportunity to learn.

Dress and Grooming

Students are expected to dress “business casual”. Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted.

iSTEM Business Casual Dress Code Guidelines have been determined with iSTEM student input.

*The 2015-2016 **Founding iSTEM Students have defined the following as our iSTEM Dress Code***:*

Monday - Thursday = Business Casual

Friday = Dress Down Fridays as determined and implemented by iSTEM staff

1. *Black and Grey Jeans (without rips/tears or patterns and NOT blue jeans) are permitted, Monday - Friday.*
2. *Blue Jeans without rips/tears (but **can be plain or patterned**) are permitted **on Friday only**.*
3. *Khakis are permitted Monday - Friday.*
4. *Skinny Jeans are permitted **on Friday only**. These may not have rips or be torn.*
5. *Shirts with small logos no larger than the iSTEM logo are permitted on shirts.*
6. *Shirts that are made to be tucked in to the pant/skirt **MUST** be tucked into the pant/skirt. Shirts that are made to be untucked may be worn untucked.*
7. *iSTEM hoodies***or hoodies with **NO LOGO or markings** are permitted .*
8. *iSTEM t-shirts are permitted **on Fridays**.****
9. *Students are only permitted to wear T shirts if they are under a sweater vest or a blazer.*
10. *Shorts are NOT permitted.*
11. *Skirts/dresses must be three inches from the top of the kneecap. "Tube" skirts are NOT permitted.*
12. *Belts are NOT required.*
13. *Tennis shoes are permitted.*
14. *Converse shoes are permitted.*
15. *Shoes may not be neon in entirety, but may have neon accents.*
16. *Yoga pants are NOT permitted.*
17. *Leggings may only be worn under skirts/dresses, serving as tights.*
18. *Piercings in the ears (**no other facial piercings**) only are permitted. Gauges and rods are NOT allowed.*

Hygiene is to be maintained, and should be addressed with iSTEM staff if another student is concerned about the hygiene of another student.

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****May be purchased at the iSTEM Spirit Wear Sale conducted at the beginning of the school year.*

Students who are representing iSTEM at an official function or public event may be required to follow specific dress requirements.

Guidelines for business casual male students:

Shirts: Collared shirts, such as polo/golf style, oxford style, or dress shirts that are long or short sleeve.

Sweaters: Pullover sweaters or cardigans

Pants: Tailored dress slacks or business casual (Dockers® style) pants in a fabric other than denim. Professional wear does not include sweatpants, wind pants, warm-ups, or cargo-style pants. Underwear may not be exposed. Jeans are only acceptable on days designated by Administration/Chief Academic Officer/Superintendent as Special Event Days. Jeans must not have patterns, tears, or patches. Low-rise jeans that prevent modesty are not acceptable.

Footwear: Male dress shoes or casual shoes, such as leather-like, suede or loafer styles. Sandals, flip-flops or shoes with a toe strap (designed to go between the toes) are not acceptable.

Guidelines for business casual female students:

Shirts: Collared or un-collared shirts and tops may be pullover or button style. Sleeves may be long or short; sleeveless shirts must be three inches (3") wide at the shoulder. Underwear and midriff may not be exposed.

Sweaters: Pullover sweaters or cardigans.

Pants: Tailored or business casual pants. Leggings are considered tights, not pants. Yoga pants shall not be considered business casual. Jeans are only acceptable on days designated by Administration/Chief Academic Officer/Superintendent as Special Event Days. Jeans must not have patterns, tears, or patches. Low-rise jeans that prevent modesty are not acceptable.

Tunics, Skirts and Dresses Hems may be no more than three inches above the knee.

Footwear: Appropriate shoes include dress shoes or pumps; leather-like, suede or loafer-style shoes; and boots. Closed-toed mule or closed-toed slide styles are also acceptable. Casual sandals are not appropriate, but an open-toed shoe with a dress appearance and a dress heel is acceptable. Sandals, flip-flops or shoes with a toe strap (designed to go between the toes) are not acceptable.

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Students who are representing iSTEM at an official function or public event may be required to follow specific dress requirements.

Gangs

Gangs that initiate, advocate or promote activities that threaten the safety or wellbeing of persons or that are disruptive to the school environment will not be tolerated. Incidents involving initiations, hazing, intimidation or related activities that are likely to cause harm or personal degradation are prohibited. Students wearing, carrying or displaying gang paraphernalia or exhibiting behaviors or gestures that symbolize gang membership or causing and/or participating in activities that are designed to intimidate another student will be disciplined. Prohibited gang paraphernalia will be specifically identified and posted by the principal.

Care of Property

Students are responsible for the care of their own personal property. The school is not responsible for personal property. Valuables such as jewelry or irreplaceable items should not be brought to school.

Damage to or loss of school equipment and facilities wastes money and undermines the school program. Therefore, if a student damages or losses school property, the student and/or his/her parents will be required to pay for the replacement or repair. If the damage or loss was intentional, the student will be subject to discipline according to the Student Discipline Code.

BULLYING, HARASSMENT, AND INTIMIDATION Pol. 5517.01 ZERO TOLERANCE

No form of violent, disruptive, or inappropriate behavior, including excessive truancy, will be tolerated. Pol. 5600

STUDENT DISCIPLINE CODE

Each of the behaviors and/or types of misconduct described below are prohibited and may subject the student to disciplinary action including, but not limited to, student conference, parent/guardian notification, parent/guardian conference, detention, in-school discipline, suspension and/or expulsion from school. Furthermore, any criminal acts committed at or related to the School will be reported to law enforcement officials as well as disciplined at school. Certain criminal acts may result in permanent exclusion from school. Pol. 3217, 5500, 5516, 5517, 5600, 5610, and 561.01

1. Possession/use of drugs and/or alcohol

Possessing, using, transmitting or concealing, or being under the influence of any alcoholic beverage, controlled substance including, but not limited to, narcotics, mood altering drugs, counterfeit controlled

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substances, lookalikes, over the counter stimulants or depressants, anabolic steroids, or drug-related paraphernalia.

If a building principal has a reasonable individualized suspicion of drug or alcohol use, s/he may request the student in question to submit to any appropriate testing, including but not limited to, a breathalyzer test or urinalysis. In such circumstances, the student will be taken to a private administrative or instructional area on school property for such testing with at least one other member of the teaching or administrative staff present as a witness to the test. If a student refuses to take the test, s/he will be advised that such denial leaves the observed evidence of alcohol or drug use unrefuted thus leading to possible disciplinary action. The student will then be given a second opportunity to take the test.

2. Possession/use of tobacco

Possession, consumption, distribution, purchase or attempt to purchase, and/or use of tobacco products or electronic cigarettes or similar devices in school, on school grounds, on school buses, and at any interscholastic competition, extra-curricular event, or other school-sponsored event is not permitted. Tobacco products include, but are not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that contains tobacco. Smoking of electronic, "vapor", other substitute forms of cigarettes, or clove cigarettes is also prohibited.

3. Use and/or possession of a firearm

Bringing a firearm (as defined in the Federal Gun-Free Schools Act of 1994) onto school property or to any school-sponsored activity, competition, program, or event, regardless of where it occurs, will result in a mandatory one (1) year expulsion under Ohio law. This expulsion may be reduced on a case-by-case basis by the Administration/Chief Academic Officer/Superintendent set forth in Board Policy 5772.

Firearm is defined as any weapon (including a starter gun) that will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any destructive device (as defined in the Federal Gun-Free Schools Act of 1994). Firearms include any unloaded firearm and any firearm that is inoperable but that can be readily operated.

Students are prohibited from knowingly possessing an object on school premises, in a school or a school building, at a school activity or on a school bus that is indistinguishable from a firearm, whether or not the object is capable of being fired, and indicating they are in possession of such an object and that it is a firearm or knowingly displaying or brandishing the object and indicating it is a firearm.

4. Use and/or possession of a weapon

A weapon is any device that may be used for offensive or defensive purpose, including but not limited to conventional objects such as guns, pellet guns, knives, or club type implements. It may also include any

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toy that is presented as a real weapon or reacted to as a real weapon. Possession and/or use of a weapon may subject a student to expulsion and possible permanent exclusion.

A knife is defined as any cutting instrument consisting of a sharp blade fastened to a handle, a razor blade or any similar device that is used for, or is readily capable of causing death or serious bodily injury. Cutting instruments with a blade of less than two and one-half (2 1/2) inches are acceptable ONLY with the prior approval of the student's parents and teachers.

5. Use of an object as a weapon

Any object that is used to threaten, harm, or harass another may be considered a weapon. This includes but is not limited to padlocks, pens, pencils, laser pointers, and jewelry.

6. Knowledge of dangerous weapons or threats of violence

Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the Chief Academic Officer. Failure to report such knowledge may subject the student to discipline.

7. Arson

Intentional or purposeful destruction or damage to school or district buildings or property by means of fire. Anything, such as fire, that endangers school property and its occupants will not be tolerated. Arson is a felony.

8. Physically assaulting a staff member/student/person associated with the District.

Acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally bullying, inflicting or attempting to inflict bodily harm upon another person. Physical assault of a staff member, student, or other person associated with the District, regardless of whether it causes injury, will not be tolerated. Any intentional, harmful or potentially harmful physical contact or bullying initiated by a student against a staff member will be considered to be assault. Assault may result in criminal charges and may subject the student to expulsion.

9. Verbally threatening (either orally, in writing or otherwise expressed) a staff member/student/person associated with the District.

Any oral or written statement or otherwise expressed action that a staff member, student, or other person associated with the District reasonably feels to be a threat will be considered a verbal assault. Profanity directed toward a staff member in a threatening tone may also be considered a verbal assault. Confrontation with a student or staff member that bullies, intimidates, or causes fear of bodily harm or death is also prohibited.

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10. Misconduct against a school official or employee, or the property of such a person, regardless of where it occurs.

The Board prohibits misconduct committed by a student against a school official or employee, including, but not limited to, harassment (of any type), vandalism, assault (verbal and/or physical), and destruction of property.

11. Misconduct off school grounds

Students may be subject to discipline for their misconduct even when it occurs off school property when the misconduct is connected to activities or incidents that occurred on property owned or controlled by the District.

Misconduct is defined as any violation of the Student Discipline Code.

12. Extortion

Extortion is the use of threat, intimidation, force, or deception to take, or receive something from someone else. Extortion is against the law.

13. Gambling

Gambling (i.e., playing a game of chance for stakes) includes casual betting, betting pools, organized-sports betting, and any other form of wagering. Students who bet on any school activity in which they are involved may also be banned from that school activity.

14. Falsification of schoolwork, identification, forgery

Falsifying signatures or data, or refusing to give proper identification or giving false information to a staff member. This prohibition includes, but is not limited to, forgery of hall/bus passes and excuses, as well as use of false I.D.'s.- Plagiarism and cheating are also forms of falsification and will subject the student to academic penalties as well as disciplinary action.

15. Bomb Threats, and other false alarms and reports

Making a bomb threat (i.e., intentionally giving a false alarm of a bomb) against a school building or any premises at which a school activity is being held at the time the threat is made may result in expulsion for a period of up to one (1) school year. Additionally, intentionally giving a false alarm of a fire, or tampering or interfering with any fire alarm is prohibited. It should be remembered that false emergency alarms or reports endanger the safety forces that are responding to the alarm/report, the citizens of the community, and the persons in the building. What may seem like a prank, is a dangerous stunt that is against the law and will subject the student to disciplinary action.

16. Terroristic Threat

Threatening, directly or indirectly, to commit a crime of violence with the purpose to terrorize another or with reckless disregard of the risk of causing terror in another.

17. Possession and/or use of explosives and/or fireworks

Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat (including, but not limited to explosives and chemical-reaction objects such as smoke bombs and poppers). Additionally, possessing or offering for sale any substance, combination of substances or article prepared to produce a visible and/or audible effect by combustion, explosion, deflagration or detonation.

18. Trespassing

Although schools are public facilities, the law allows the Board to restrict access to school property. Being present in any Board-owned facility or portion of a Board-owned facility when it is closed to the public or when the student does not have the authorization to be there, or unauthorized presence in a Board owned vehicle; or unauthorized access or activity in a Board-owned computer, into district, school or staff computer files, into a school or district file server, or into the Network. When a student has been removed, suspended, expelled, or permanently excluded from school, the student is prohibited from being present on school property without authorization of the principal.

19. Theft, or knowingly receiving or possessing stolen property

Unauthorized taking of property of another person or receiving or possessing such property. Students caught stealing will be disciplined and may be reported to law enforcement officials. Students should not bring anything of value to school without prior authorization from iSTEM office. The School is not responsible for personal property.

20. Insubordination

Students are expected to comply with the reasonable directions of staff. Willful refusal or failure to follow or comply with an appropriate direction given by a staff member, or acting in defiance of staff members.

21. Damaging property (Vandalism)

Defacing, cutting, or otherwise damaging property that belongs to the school, district, other students, employees or others and disregard for school property.

22. Persistent absence or tardiness

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Attendance laws require students to be in school all day or to have a legitimate excuse for their absence. Penalties for unexcused absences can range from detention to a referral to court and/or revocation of the student's driver's license.

23. Unauthorized use of school or private property

Students must obtain permission to use any school property or any private property located on school premises. Any unauthorized use of school property, or private property located on school premises, shall be subject to disciplinary action.

24. Refusing to accept discipline

Students failing to comply with disciplinary penalties may face enhanced penalties for such action.

25. Aiding or abetting violation of school rules

Assisting other students in the violation of any school rule. Students are expected to resist peer pressure and exercise sound decision-making regarding their behavior.

26. Displays of affection/sexual activities

Affection between students is personal and not meant for public display. This includes touching, petting, or any other contact that may be considered sexual in nature. Sexual activity of any nature is prohibited and will result in disciplinary action.

27. Violation of individual school/classroom rules

Each learning environment has different rules for students. These rules are for the safe and orderly operation of that environment. Students will be oriented to specific rules within each learning environment, all of which will be consistent with this Code.

28. Violation of bus rules

Any actions or manners that disrupt or interferes with the safe operation of the school bus may result in the removal of the student from the bus and may result in permanent removal.

29. Interference, disruption or obstruction of the educational process

Any actions or manner of dress that materially and substantially disrupts or interferes with school activities or the educational process, or which threaten to do so is unacceptable. Such disruptions include, but are not limited to, delay or prevention of lessons, assemblies, field trips, athletic and other events.

30. Harassment and/or Aggressive Behavior (including Bullying/Cyber bullying)

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The Board encourages the promotion of positive interpersonal relations between members of the school community. Harassment and/or aggressive behavior (including bullying/cyber bullying) toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse, and any speech or action that creates a hostile, intimidating, or offensive learning environment. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. Individuals engaging in such conduct will be subject to disciplinary action.

31. Hazing

Performing any act, or coercing another, including the victim, to perform any act of initiation into any class, team, or organization, that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this rule.

Hazing by any individual, school group, club, or team is not permitted. This includes any form of initiation that causes or creates a risk of causing mental or physical harm, no matter how willing the participant may be. Hazing activities are prohibited at any time in school facilities, on school property, and/or off school property but connected to activities or incidents that have occurred on school property.

All incidents of hazing must be reported immediately to any of the following individuals: the building principal or other administrator; teacher; student club advisor/supervisor, and/or Chief Academic Officer. Students who engage in hazing may also be liable for civil and criminal penalties.

32. Violent Conduct

Students may be expelled for up to one school year for committing an act at school, on other school property, at an interscholastic competition, extracurricular event, or any other school program, or directing an act at a Board official or employee, regardless of where or when that act may occur, or their property that would be a criminal offense if committed by an adult and results in serious physical harm to person(s) or property.

33. Improper Dress

Clothing may not include words or visuals that are lewd, obscene, disruptive, abusive, or discriminatory, or that advertise drugs, alcohol or tobacco. Dress or grooming that is disruptive of the classroom or school atmosphere is not allowed. Shoes must be worn at all times for health and safety reasons.

* See previous Code of Conduct, Dress and Grooming for further details

34. Careless or Reckless Driving

Driving on school property in such a manner as to endanger persons or property.

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35. Burglary

Entering a building or a specific area of a building without consent and with intent to commit a crime, or entering a building without consent and committing a crime.

36. Fighting

Engaging in adversarial physical contact (differentiated from poking, pushing, shoving or scuffling) in which one or the other party(ies) or both contributed to the situation by verbally instigating a fight and/or physical action. Promoting or instigating a fight (i.e., contributing to a fight verbally or through behavior).

37. Lighting Incendiary Devices

Unauthorized igniting of matches, lighters and other devices that produce flames.

38. Possession of Pornography

Possessing sexually explicit material.

39. Unauthorized use of vehicles

Occupying or using vehicles during school hours without parental permission and/or school authorization.

DISCIPLINE*

It is important to remember that the School's rules apply going to and from school, at school, on school property, at school-sponsored events, on school transportation, and on property not owned or controlled by the Board but that is connected to activities or incidents that have occurred on property owned or controlled by the Board. Furthermore, students may be disciplined for conduct that, regardless of where or when it occurs, is directed at a Board official or employee, or the property of such official or employee. In some cases, a student can be suspended from school transportation for infractions of school bus rules.

The School is committed to providing prompt, reasonable discipline consistent with the severity of the incident. The consequences for misbehavior are designed to be fair, firm and consistent for all students in the School.

Because it is not possible to list every misbehavior that occurs, misbehaviors not listed above will be responded to as necessary by staff. Pol. 5610 and 5610.01

Detentions

A student may be detained after school or asked to come to school early by a teacher, after giving the student and his/her parents one day's notice. The student or his/her parents are responsible for transportation.

Suspension/Expulsion

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Formal discipline involves removal of the student from school. It includes emergency removal for up to three (3) school days, suspension for up to ten (10) school days, expulsion for up to eighty (80) school days or the number of days remaining in a semester, whichever is greater, and permanent exclusion. Suspensions and expulsions may carry over into the next school year. Any student who is expelled from school for more than twenty (20) days or for any period of time where the expulsion will extend into the following semester or school year will be provided with information about services or programs offered by public and private agencies that work toward improving those aspects of the student's attitude and behavior that contributed to the incident that gave rise to the student's expulsion. The Administration/Chief Academic Officer/Superintendent at his/her discretion may require/allow a student to perform community service in conjunction with or in place of an expulsion. The Administration/Chief Academic Officer/Superintendent may impose a community service requirement beyond the end of the school year in lieu of applying the expulsion to the following school year. Removal for less than one (1) school day without the possibility of suspension or expulsion may not be appealed. Suspension, expulsion, and permanent exclusion may be appealed.

Students being considered for suspension are entitled to an informal meeting with the building Chief Academic Officer prior to removal. Also, students being considered for expulsion are entitled to an informal meeting with the Superintendent or designee prior to removal. During the informal meeting, the student will be notified of the charges and given the opportunity to respond.

Students involved in co-curricular and extracurricular activities can lose their eligibility for violation of the School rules.

If a student commits a crime while under the School's jurisdiction, s/he may be subject to school disciplinary action as well as action through local law enforcement.

***Please also see DUE PROCESS RIGHTS for further explanation.**

DUE PROCESS RIGHTS

Before a student is suspended, expelled, or permanently excluded from school, there are specific procedures that must be followed.

As long as the in-school discipline is served entirely in the school setting, it will not require any notice or meeting, or be subject to appeal. Pol. 5611

Suspension from School

When a student is being considered for a suspension, the administrator in charge will notify the student of the basis for the proposed suspension. The student will be given an opportunity to explain his/her view of the underlying facts. After that informal hearing, the Administration/Chief Academic

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Officer/Superintendent [or other designated administrator] will determine whether or not to suspend the student. If the decision is made to suspend the student, s/he and his/her parents will be given written notification of the suspension within one (1) day setting forth the reason for the suspension, the length of the suspension, and the process for appeal. The suspension may be appealed to the iSTEM Board of Education, within three (3) days after receipt of the suspension notice, by sending a written request to appeal to iSTEM Treasurer at the Geauga County Educational Service Center.

During the appeal process, the student shall not be allowed to remain in school.

The appeal is heard by the Board of Education. The appeal shall be conducted in executive session unless the student or his/her representative requests otherwise. A verbatim transcript will be made and witnesses will be sworn in prior to giving testimony. If the appeal decision is to uphold the suspension, the next step in the appeal process is to the Court of Common Pleas.

Emergency Removal

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process taking place either in a classroom or elsewhere on the school premises, the Chief Academic Officer, or other designated administrator may remove the student from any curricular or extracurricular activity or from the school premises. A teacher may remove the student from any curricular or extracurricular activity under the teacher's supervision, but not from the premises.

If the emergency removal exceeds one (1) school day, then a hearing will be held within three (3) school days after the removal is ordered. Written notice of the hearing and the reasons for removal and any intended disciplinary action will be provided to the student, as soon as practical prior to the hearing. If the student is subject to an out of school suspension, the student will have the opportunity to appear at an informal hearing before the Administration/Chief Academic Officer/Superintendent or a designee, and may challenge the reasons for the removal or otherwise explain his/her actions.

Within one (1) school day of the decision to suspend, written notification (in person or via email) will be given to the parent(s)/guardian(s) or custodian(s) of the student. This notice will include the reasons for the suspension, the right of the student or his/her parent(s)/guardian(s) or custodian(s) to appeal to the Board or its designee, and the student's right to be represented in all appeal proceedings. If it is likely that the student may be subject to expulsion, the hearing will take place within three (3) school days and will be held in accordance with the procedures outlined in the Student Expulsion Policy. The person who ordered or requested the removal will be present at the hearing. In an emergency removal, a student may be kept from class until the matter of the alleged misconduct is resolved either by reinstatement, suspension or expulsion.

Expulsion from School

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When a student is being considered for expulsion, the student and parent will be provided with a formal notice of the proposed expulsion. This written notice (in person or via email) will include the reasons for the intended expulsion, notification of the opportunity to appear in person before the Administration/Chief Academic Officer/Superintendent or the Administration's/Chief Academic Officer's/Superintendent's designee to challenge the reasons for the expulsion and/or explain the student's action, and notification of the time and place to appear. Students being considered for expulsion may be removed immediately. A hearing will be scheduled no earlier than three (3), nor no later than five (5) school days after the notice is given. Parents may request an extension of time for the hearing. The student may be represented by his/her parents, legal counsel, and/or by a person of his/her choice at the hearing.

In accordance with Board Policy 5610, the Administration/Chief Academic Officer/Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion will be imposed for the same duration that it would have been had the student remained enrolled.

If a student is expelled, the student and the student's parents will be provided with written notice (in person or via email) within one (1) school day of the imposed expulsion. The notice will include the reasons for the expulsion, the right of the student, or the student's parent(s)/guardian(s) or custodian(s) to appeal the expulsion to the Board, the right to be represented in all appeal proceedings, the right to be granted a hearing before the Board, and the right to request that the hearing be held in executive session.

Within five (5) days after the Administration/Chief Academic Officer/Superintendent notifies the parents of the expulsion, the expulsion may be appealed, in writing, to the Board of Education. A hearing on the requested appeal will be formal with an opportunity for sworn testimony. If the expulsion is upheld on appeal, a student's parents may pursue further appeal to the Court of Common Pleas.

Students serving expulsions will not be awarded grades or credit during the period of expulsion. Expulsion for certain violations including use or possession of alcohol or drugs, may result in revocation of student's driver's license. When a student is expelled, the Administration/Chief Academic Officer/Superintendent will notify any college in which the expelled student is enrolled under the College Credit Plus at the time the expulsion is imposed. College may choose not to allow student to attend classes and/or deny credit.

Permanent Exclusion

State law provides for the permanent exclusion of a student, 16 years of age or older who engages in certain criminal activity. Permanently excluded students may never be permitted to return to school anywhere in the State of Ohio. A permanent exclusion may be considered if the student is convicted or

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adjudicated delinquent for committing one or more of the following crimes while on the property of any Ohio school:

- A. conveying deadly weapons onto school property or to a school function;
- B. possessing deadly weapons onto school property or at a school function;
- C. carrying a concealed weapon onto school property or at a school function;
- D. trafficking in drugs onto school property or at a school function;
- E. murder, aggravated murder on school property or at a school function;
- F. voluntary or involuntary manslaughter on school grounds or at a school function;
- G. assault or aggravated assault on school property or at a school function;
- H. rape, gross sexual imposition or felonious sexual penetration on school grounds, or at a school function, when the victim is a school employee;
- I. complicity in any of the above offenses, regardless of the location.

This process is formal and may follow an expulsion with the proper notification to the parents.

Discipline of Students with Disabilities

Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (I.D.E.I.A.), and, where applicable, the Americans with Disabilities Act (A.D.A.), and/or Section 504 of the Rehabilitation Act of 1973.

Suspension of Bus Riding/Transportation Privileges

iSTEM does not provide transportation. Students must follow guidelines and rules established by the district or school providing transportation. Student may receive additional disciplinary action at iSTEM based on severity of action.

SEARCH AND SEIZURE

Administrators may search a student or his/her property (including vehicles, purses, knapsacks, gym bags, etc.) with or without the student's consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation of law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of iSTEM and students have no reasonable expectation of privacy in their contents or in the contents of any other iSTEM property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted.

Additionally, students have NO reasonable expectation of privacy in their actions in public areas including but not limited to, common areas, hallways, cafeterias, classrooms, presentation centers, and

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gymnasiums. iSTEM and/or Auburn Career Center may use video cameras in such areas and on all school vehicles transporting students to and from regular and extracurricular activities.

Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held or turned over to the police. The School reserves the right not to return items that have been confiscated. Pol. 5771

INTERROGATION OF STUDENTS

The School is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school property if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property.

Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the room during questioning.

If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and s/he (or a designated educational professional) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the parent is the perpetrator, neither parent will be contacted prior to questioning, but the building administrator (or a designated educational professional) will remain in the room during questioning.

If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent. Pol. 5540

STUDENT RIGHTS OF EXPRESSION

The School recognizes the right of students to express themselves. With the right of expression comes the responsibility to do so appropriately. Students may distribute or display, at appropriate times, non-sponsored, noncommercial written material and petitions; buttons, badges, or other insignia; clothing, insignia, and banners; and audio and video materials. All items must meet school guidelines.

- A. Material cannot be displayed if it:
 1. is obscene to minors, libelous, or pervasively indecent or vulgar;
 2. advertises any product or service not permitted to minors by law;
 3. intends to be insulting or harassing;
 4. intends to incite fighting; or

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5. presents a clear and present likelihood that, either because of its content or manner of distribution or display, it will cause or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.
- B. Material may not be displayed or distributed during class periods, or between classes. Permission may be granted for display or distribution during lunch periods, and/or before or after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building.

Students who are unsure whether materials they wish to display meet school guidelines may present them to the Chief Academic Officer twenty-four (24) hours prior to display. Pol. 5722

NOTE: Be advised that the following forms must be available in the School Office as they are referenced in the Student/Parent Handbook:

- Title VI, IX, 504 Grievance Form 2260 F2
- Notice of Nondiscrimination and Grievance Procedures for Title II, Title VI, Title VII, Title IX, Section 504 and ADA Form 2260 F8
- Authorization for Prescribed Medication or Treatment Form 5330 F1
- Authorization for Nonprescription Medication or Treatment, Secondary Version Form 5330 F1a
- Authorization for the Possession and Use of Asthma Inhalers Form 5330 F3
- Parent/Student Acknowledgement of Student Handbook Form 5500 F1
- Memorandum to Parents Regarding School Board Policy on Drug-Free Schools Form 5530 F2
- Notification to Parents Regarding Student Records Form 8330 F9
- Notification to Parents on Blood-borne Pathogens Form 8453.01 F5
- Student Network and Internet Acceptable Use and Safety Agreement Form 7540.03 F1
- Application To Drive Vehicles On School Property Form 5515F1
- Parental Authorization and Release From Liability Form 5515 F2
- Request that Directory Information Not Be Released to Recruiters Without Prior Written Consent Form 8330 F13
- Parent Permission for the District to Communicate About a Student with the Parent Via Facsimile and/or E-mail Form 8330F4a

iSTEM Board of Education

Dr. Anthony Podojil	President
Jim McClintock	Member
Eric Platz	Member
Ryan Wood	V. President

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iSTEM Administration

Jennifer Felker

Tamee Haines Tucker

Sue Sotkovsky

Robert Cireddu

iSTEM/GCESC Superintendent

Chief Academic Officer (CAO)

Treasurer, GCESC fiscal agent

IT Director

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STUDENT/PARENT HANDBOOK SIGNATURE FORM

My signature below indicates that I have received, read and agree to abide by the policies contained in iSTEM's student handbook. Because technology has such a great impact on the learning at iSTEM, much of the information is reiterated here.

As an iSTEM Geauga Early College High School student, I will behave and use the computer/internet while at school pursuant to the board policy, and I agree to abide by the rules of the policy. I understand that violations or misuse of the district's computer network and internet may result in student access privileges

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being revoked and school disciplinary action under the Student Code of Conduct may be taken against me. This may affect my learning at iSTEM.

I understand that this access is being provided for educational purposes only. I agree that I will hold harmless and indemnify the school district for any fees, expenses or damages incurred as a result of the student's purposeful use or misuse of the network, access to the internet or computer equipment. In addition, if I choose to participate in an activity, I will abide by the iSTEM Geauga Early College High School's Code of Conduct. As such, my behavior will reflect the values of respect for myself, respect for others, respect for authority, respect for property, as well as of honesty and integrity.

As an iSTEM student, I understand that I am privileged to be a representative of the school district, and my conduct must reflect accordingly. I realize that my actions reflect on me, my team/activity and my school; therefore, I accept the responsibility to be held to a higher standard. I accept that as an iSTEM student, I have a responsibility to my peers to support and assist them when they are in need, in both academic and social situations.

My child and I have read the attached Parent and Student handbook. We understand the rules, Educational Codes and policies. We are committed to helping our child be successful in school and will make sure our child is dressed appropriately for school each day, completes the necessary school work, attends school on time each day, and follows all other items within the student code of conduct and iSTEM handbook.

Date:

Student's Printed Name:

Student's Signature:

Parent's Printed Name:

Parent's Signature:

Please sign using Final Forms Available on our website.