



## POLICY REVIEW COMMITTEE

Mike McDonough, Deputy Superintendent  
Friday, May 17, 2019, Central Office

Hilliard City School District  
Operations Department

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### COMMITTEE MEMBERS

Heather Keck, Board of Education  
Lisa Whiting, Board of Education  
Brian Wilson, Treasurer/CFO  
Mike McDonough, Deputy Superintendent  
Vicky Clark, Assistant Superintendent  
Herb Higginbotham, Director Elementary Education  
Stacie Raterman, Communications Director

Aaron Cookson, Principal Hilliard Davidson HS  
Matthew Trombitas, Principal Hilliard Heritage MS  
Lauren Schmidt, Principal Hilliard Station Sixth Grade  
Samantha Althouse, Principal Washington Elementary  
Stephanie Borlaza, Principal Britton Elementary  
Shelli Miller, Student Support Services Coordinator

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# RECOMMENDATION

**First Reading  
June 10, 2019**

The Policy Review Committee meets quarterly each school year. All proposed new policies, revisions of current policies or repeal of a current policy are reviewed by the Policy Review Committee before being presented to the Superintendent for submission to the Board of Education. Two readings at two separate meetings shall normally be required before a new or revised policy may be adopted. Action to adopt will take place at a subsequent third meeting. However, the Board does have the option of voting for adoption at the second meeting.

The Policy Review Committee recommends the policies listed below be revised, as noted on the following pages:

1. EBC-R – Emergency Management and Safety Plans
2. GBH (Also JM) – Staff-Student Relations (**new policy**)
3. IGD-R – Cocurricular and Extracurricular Activities
4. IGDJ – Interscholastic Athletics
5. IGDJ-R – Interscholastic Athletics
6. JM (Also GBH – Staff-Student Relations (**new policy**))

### **Revision Notes:**

- Language with a ~~line drawn through~~ it is language to be removed.
- Language in **bold-type** is language to be added.

The policies are being submitted for readings and adoption at the following Board of Education meetings:

- First reading – June 10, 2019
  - Second reading – June 24, 2019
  - Third reading and adoption – July 15, 2019
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EMERGENCY MANAGEMENT AND SAFETY PLANS  
(Administrative Rules/Protocols)

The Board directs the Superintendent/designee to prepare and maintain a comprehensive emergency management plan meeting State law requirements. The plan is kept in the central office and produced during board of health inspections.

Administrative Rules/Protocols

The Superintendent/designee also must develop safety rules/protocols addressing the following areas:

1. A list of district-purchased dangerous or recalled products.
2. Radon rules or protocols including evidence that each school has been built radon resistant or has been tested for radon within the past five years.
3. An asbestos management plan including evidence of inspection for asbestos within three years, evidence of periodic surveillance within the past six months and a copy of the yearly written notice to the public referencing asbestos inspection and the availability of the asbestos management plan for review.
4. Guidance regarding bloodborne pathogen risk reduction.
5. Procedures for administering medications to students.
6. A written comprehensive safety plan.
7. A written chemical hygiene plan, which sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting employees and students from the health hazards of chemicals in the school.
8. Safety data sheets for every hazardous chemical used in each school building or on the school grounds for cleaning, maintenance or instruction. (These must be kept where the chemicals are stored in addition to the main office of each building.)
9. Protocols on staff and student hand washing.
10. Signage for prohibited substances.

11. The District's integrated pest management policy.
12. Protocols for using automated external defibrillators (AEDs).
13. Protocols for the management of students with life-threatening allergies.
- 14. Protocols for the administration of naloxone (Narcan).**

(Approval date: April 28, 2014)  
(Re-approval date: November 24, 2014)  
(Re-approval date: May 11, 2015)  
(Re-approval date: May 14, 2018)

DRAFT

**New Policy**

STAFF-STUDENT RELATIONS

The relationship between the District's staff and students must be one of cooperation, understanding and mutual respect. Staff members have a responsibility to provide an atmosphere conducive to learning and to motivate each student to perform to his/her capacity.

Staff members should strive to secure individual and group discipline, and should be treated with respect by students at all times. By the same token, staff members should extend to students the same respect and courtesy that they, as staff members, have a right to demand.

Although it is desired that staff members have a sincere interest in students as individuals, partiality and the appearance of impropriety must be avoided. Excessive informal and/or social involvement with students is prohibited. Such conduct is not compatible with professional ethics and, as such, will not be tolerated.

Staff members are expected to use good judgment in their relationships with students both inside and outside of the school context including, but not limited to, the following guidelines.

1. Staff members shall not make derogatory comments to students regarding the school, its staff and/or other students.
2. The exchange of purchased gifts between staff members and students is discouraged.
3. Staff-sponsored parties at which students are in attendance, unless they are a part of the school's extracurricular program and are properly supervised, are prohibited.
4. Staff members shall not fraternize, written or verbally, with students except on matters that pertain to school-related issues.
5. Staff members shall not associate with students at any time in any situation or activity that could be considered sexually suggestive or involve the presence or use of tobacco, alcohol or drugs.
6. Dating between staff members and students is prohibited.
7. Staff members shall not use insults or sarcasm against students as a method of forcing compliance with requirements or expectations.
8. Staff members shall maintain a reasonable standard of care for the supervision, control and protection of students commensurate with their assigned duties and responsibilities.
9. Staff members shall not send students on personal errands.

10. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.
11. Staff members shall not attempt to diagnose or treat a student's personal problem relating to sexual behavior, substance abuse, mental or physical health and/or family relationships but, instead, should refer the student to the appropriate individual or agency for assistance.
12. Staff members shall not disclose information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, information concerning assessments, ability scores, grades, behavior, mental or physical health and/or family background.

### Social Media

1. District staff are prohibited from posting data, documents, photographs or inappropriate information on any social media platform that might result in a disruption of classroom activity or that violates State or Federal law relating to staff and student privacy. The Superintendent/designee has full discretion in determining when a disruption of classroom activity has occurred.
2. District staff are prohibited from providing personal district social media passwords to students.
3. Fraternalization between District staff and students via the internet, personal email accounts, text messaging, personal social media and other modes of virtual technology is also prohibited.

Violation of the prohibitions listed above will result in staff and/or student discipline in accordance with State law, Board policies and regulations, the staff and student codes of conduct and handbooks and/or staff negotiated agreements. Nothing in this policy prohibits District staff and students from the use of education websites and/or use of social media created for curricular, cocurricular or extracurricular purposes.

[Adoption date:]

LEGAL REF.: ORC 3313.20

CROSS REFS.: GBC, Staff Ethics  
GBCA, Staff Conflict of Interest  
GBCB, Staff Conduct  
GBI, Staff Gifts and Solicitations  
IIBH, District Websites  
JFC, Student Conduct (Zero Tolerance)  
JFCF, Hazing and Bullying  
JG, Student Discipline  
JHF, Student Safety  
JHG, Reporting Child Abuse  
JL, Student Gifts and Solicitations  
JO, Student Records  
KBA, Public's Right to Know  
Staff Handbooks  
Student Handbooks

CONTRACT REFS.: Teachers' Negotiated Agreement  
Support Staff Negotiated Agreement

## COCURRICULAR AND EXTRACURRICULAR ACTIVITIES

### Extracurricular Drug, Tobacco and Alcohol Use

For purposes of these policies and regulations, the following definitions shall apply but not be limited to:

Alcohol: Any liquor, wine, beer or other beverage containing intoxicating substances.

Alternative Nicotine Products—an electronic cigarette or any other product, **or device or personal vaporizer (e.g., JUUL)** that consists of or contains nicotine that can be ingested into the body by any means, including but not limited to chewing, smoking, absorbing, dissolving or inhaling.

Drugs: Any drug, including illegal drugs, narcotics, hallucinogens, cocaine, amphetamines, steroids, barbiturates, marijuana, inhalants, legal prescription and over-the-counter drugs used or possessed or distributed for unauthorized purposes, counterfeit (look-alike) substances and clove cigarettes.

Drug Paraphernalia: Equipment or apparatus designed for or used for the purpose of measuring, packaging, distributing or facilitating the use of drugs, including, but not limited to, pipes, roach clips, syringes, hypodermic needles and cocaine spoons and kits.

Electronic Cigarette—any electronic product, **or device or personal vaporizer (e.g., JUUL)** that produces a vapor that delivers nicotine or any other substance to the person inhaling from the device to simulate smoking and is likely to be offered to or purchased by consumers as an electronic cigarette, electronic cigar, electronic cigarillo or electronic pipe.

Tobacco: Any product with tobacco as an ingredient that is smoked, chewed, inhaled or placed against the gums.

Under the Influence: Manifesting signs of substance abuse, such as staggering, reddened eyes, odor of alcohol or drugs, nervousness, restlessness, falling asleep or dosing, memory loss, abusive language or any other behavior or physical appearance normal for the particular student (determination by school authorities as to what constitutes “under the influence” is distinct and separate from any such determination by the courts).

Distributing: Making available to or passing on to another individual, even if not for profit or trade, any alcohol, drug or tobacco products.

Extracurricular/Cocurricular: Those activities sponsored by, supported by, and identified by the Board and are an extension of the “normal” school day. Activities included are: all athletics, instruments and choral groups, student council, drama, cheerleading, all school clubs, school-

sponsored and Board-approved trips and National Honor Society. (Because of the rules of the National Honor Society organization, the student's membership can be retained, but his/her participation will cease.) This list is not all-inclusive. Students must agree to adhere to any additional rules established by the advisor/coach of the activity in which the student participates.

One Calendar Year: One calendar year is defined as 365 days from the date of the infraction.

Leadership Position: Any elected or appointed office in a school-recognized sport, club or activity.

### Philosophy

The Board of Education recognizes the value of extracurricular activities in the education process and the values that young people develop when they have the opportunity to participate in an organized activity outside of the traditional classroom.

The Board believes extracurricular activities are an integral and important part in the development of a student's educational program. Participation in extracurricular activities is encouraged. Students who volunteer to participate in extracurricular activities are expected to accept the responsibility accompanying this privilege of participation by maintaining a higher degree of conduct.

The Board further encourages the development and promotion of sportsmanship, ethics and integrity in all phases of the educational process and in all segments of the community, including administrators, participants, adult supervisors, parents, fans, spirit groups and support/booster groups.

The purpose of this policy is to give all students participating in athletic programs and interested persons a guide to the operation of interscholastic extracurricular athletics of the Hilliard City School District. Students participating in athletics will be expected to adhere not only to the specific rules, regulations, policies and procedures set forth in this policy, but also to those special rules set forth for each sport. Students must also adhere to the Ohio High School Athletic Association for eligibility to participate in athletics. In order to be eligible, students must have passed five credits that count toward graduation during the prior grading period. The five credits may be a combination of high school and college courses.

The Board recognizes that the use of alcohol, drugs and tobacco has a negative effect on behavior, learning and performance. In addition, such use affects fellow participants, family members and other significant individuals in one's life. The Board further recognizes that representing Hilliard in any contest is a privilege, not a right, that calls for students to demonstrate the highest qualities of leadership and citizenship throughout the entire year. Therefore, a year-round code of conduct is established for students involved in extracurricular events.



Students shall not possess, use, sell, give, or otherwise transmit or be under the influence of any drug, alcohol or tobacco as a member in any school sponsored extracurricular activities during their school career.

This policy is to be subject to enforcement and/or disciplinary action for twelve (12) months of the year. Violations shall be determined on the basis of significant, relevant evidence. Additionally, offenses in violation of this policy are accumulative:

1. during a student's participation in extracurricular activities at the elementary level (K-6);
2. during a student's participation in extracurricular activities at the middle school level (7-8) and
3. during a student's participation in extracurricular activities at the high school level (9-12).

Elementary school accumulation ends at the conclusion of the sixth grade. Middle school accumulation ends at the conclusion of the eighth grade. High school accumulation begins with ninth grade and concludes with high school graduation.

According to State law, the Superintendent/designee has the option of notifying the registrar of motor vehicles or Franklin County juvenile judge whenever a student is suspended or expelled for drug and/or alcohol possession or abuse. This may result in the loss of the student's driver's license.

(Approval date: August 14, 2001)

(Re-approval date: May 11, 2015)

(Re-approval date: August 8, 2016)

## INTERSCHOLASTIC ATHLETICS

Participation by students in athletic competition is a privilege subject to Board policies and regulations. While the school community takes great pride in winning, it emphasizes and requires good sportsmanship and positive mental attitude as a prerequisite to participation.

The Superintendent/designee and administrative staff schedule meetings with all coaches and athletic directors to develop a comprehensive approach to physical education and athletics throughout the District and to maintain a program that is an educational activity.

Interscholastic programs are subject to approval by the Board. The athletic director in conjunction with the building principal is responsible for the administration of the interscholastic athletic program within his/her school. In fulfilling this responsibility, the principal consults with the athletic directors and coaches on various aspects of the interscholastic athletic program. It is the responsibility of the athletic director/principal and their staff to ensure the proper management of all athletic and physical education programs and the safety of students and the public.

The Board may require that students pay fees to participate in an extracurricular activity.

Coaches are required to complete all approved coursework as specified by State law, the Ohio High School Athletic Association (OHSAA) and the Ohio Department of Education (ODE) in order to qualify to serve as a coach.

In the conduct of interscholastic athletic programs, the rules, regulations and limitations outlined by the OHSAA must be followed. It is the responsibility of the District's voting delegate to OHSAA to advise the management team of all pending changes in OHSAA's regulations.

Eligibility requirements for participating in athletic programs must conform to regulations of the OHSAA. In order to be eligible, students must have passed five credits that count toward graduation during the prior grading period. The five credits may be a combination of high school and college courses. The requirements also include that a student have the written permission of his/her parent(s) and shall have been determined as physically fit for the chosen sport by a licensed physician.

All students participating in interscholastic athletics must be covered by insurance. This insurance may be available for purchase through the District. If parents choose not to purchase insurance provided by the District, the parent(s) must sign a waiver ensuring that private coverage is provided.

As character building is one of the major objectives of interscholastic athletics, the athlete assumes responsibility for regulating his/her personal life in such ways as make him/her a worthy representative of his/her school.

Any student may be suspended from an athletic team practice and competition for a period of time, designated by the principal, for infraction of school rules and regulations or for any other unacceptable conduct in or out of school.

~~Students~~ **If a student** in grades 9-12 **transfers at any time after establishing eligibility, the student is** ~~are ineligible~~ **eligible** for athletics for the first 50% of the maximum allowable regular season contests in the sports the student participated in during the 12 months immediately preceding the transfer, **and are ineligible for the remainder of the regular season contests and ineligible to participate in OHSAA tournaments in the sports** until the one-year anniversary date of enrollment in the school **to which** the student transferred ~~to~~. **If the transfer takes place during the sport season in which a student has participated in a regular season interscholastic contest, the student is ineligible for the remainder of that sport's season and the student must finish fulfilling his/her transfer consequence, for only that sport in which the mid-season transfer occurred, at the commencement of the sport season the next school year and is ineligible for all preseason and regular season contests until the total number of regular season contests missed (including those missed during the previous season) equals 50% of the maximum allowable regular season contests in that sport.** Exceptions to the ~~ineligibility~~ **eligibility** provisions are outlined in the OHSAA Bylaws.

Resident students enrolled in community schools are permitted to participate in the District's interscholastic athletics program at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent, and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students attending STEM and STEAM schools are ~~not prohibited from participating~~ **permitted to participate** in the District's interscholastic athletics program **at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent,** and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students attending a nonpublic school are permitted to participate in the District's interscholastic athletic programs at the school to which the student would be assigned if the nonpublic school the student is enrolled in does not offer the activity. Students must be of the appropriate age and grade level as determined by the Superintendent, and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students receiving home ~~instruction~~ **schooling** in accordance with State law are permitted to participate in the District's interscholastic athletic programs at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Foreign exchange students enrolled in a recognized visitor exchange program may be eligible to participate in interscholastic athletics in accordance with OHSAA Bylaws.

[Adoption date: August 14, 2001]  
[Re-adoption date: January 24, 2005]  
[Re-adoption date: May 12, 2008]  
[Re-adoption date: October 8, 2012]  
[Re-adoption date: April 22, 2013]  
[Re-adoption date: November 25, 2013]  
[Re-adoption date: May 11, 2015]  
[Re-adoption date: August 8, 2016]  
[Re-adoption date: March 12, 2018]

LEGAL REFS.: ORC 2305.23; 2305.231  
3313.537; 3313.5311; 3313.5312; 3313.539; 3313.66;  
3313.661; 3313.664  
3315.062  
3319.303  
3321.04  
3707.52  
OAC Chapter 3301-27

CROSS REFS.: IGCF, Home Schooling  
IGD, Cocurricular and Extracurricular Activities  
IGDK, Interscholastic Extracurricular Eligibility  
IKF, Graduation Requirements  
JECBA, Admission of Exchange Students  
JECBC, Admission of Students from State-Chartered, Nonchartered or Home  
Schooling  
JGD, Student Suspension  
JGE, Student Expulsion  
JN, Student Fees, Fines and Charges  
Student Handbooks

## INTERSCHOLASTIC ATHLETICS

Participating in extracurricular activities with the Hilliard City School District is not a right but a privilege which may be regulated by the Board of Education. It is required that students participating in athletic activities become familiar with and understand the rules and regulations required of students participating in athletic activities within the Hilliard City School District. Students participating in athletic programs are required to abide by the rules and policies as set forth in this policy at all times regardless of whether or not the student is on school grounds, attending a school function or activity, on private property or at a private party.

Students participating in athletic activities must become familiar with and understand the rules and regulations for students participating in athletic activities. Students are expected to abide by all rules and regulations as well as any and all other training rules or organization rules associated with the athletic activity. Violation of these rules and regulations and/or the Hilliard City School District Code of Conduct are prohibited and will result in disciplinary action. Such disciplinary action could lead to suspension, expulsion or removal from school and/or the athletic activity in accordance with these rules and the Ohio Revised Code. The student code of conduct and all extracurricular organization rules shall be posted either in a team locker room or the team's central location in the school building.

It must be understood by all students and their parents/guardians that a condition to participating in the athletic program at the Hilliard City School District requires a commitment to follow the rules, regulations, policies and procedures established by the District for the implementation of its athletic program. It should also be understood that a student who violates these rules, regulations, policies and procedures shall face disciplinary action. Such disciplinary action may include removal from participation in athletic activities and possible suspension, expulsion, or removal from school pursuant to the student code of conduct and Ohio Revised Code 3313.66. A student removed from participation in athletics shall be given an informal hearing with the building principal.

(The accompanying chart depicts the process utilized for first-time violations.)

All students who have been denied participation for a season or longer shall forfeit any athletic awards earned for the activity for that season from the Hilliard City School District or any other association as a result of participation in the athletic activity.

### Offenses and Disciplinary Action

Use, sale or possession of tobacco products, alcohol, drugs, controlled substances, inhalants, alternative nicotine products, electronic cigarettes, **personal vaporizers (e.g., JUUL), electronic nicotine delivery system,** look-alikes and/or other illegal substances, including **but not limited to** drug paraphernalia, lighters, matches and other flame producing materials, etc., is strictly prohibited throughout the calendar year (365 days). Any extracurricular participant hosting **or attending (as confirmed by a law enforcement agency or school district employee)** a party where **tobacco products,** alcohol or other drugs are consumed shall also be prohibited.

1. Alcohol and Drug Abuse Offenses

Alcohol and drug abuse offenses are defined as the use, sale or possession of alcohol, drugs, controlled substances, inhalants, look-alikes and/or other illegal substances, including drug paraphernalia. Athletes hosting a party where alcohol or drugs are consumed are inclusive of the alcohol and drug abuse provision.

A. First offense:

- 1) A violation of the Board's prohibition of alcohol or drugs will result in removal from participation in all athletic activities for at least the remainder of that sport's season.
- 2) Violation of other student code of conduct provisions and/or athletic rules may lead to suspension and/or expulsion as well as removal from the athletic activity for the remainder of the athletic season.
- 3) Penalties imposed on out-of-season and end-of-season athletes will carry over to the next sport season. End-of-season is defined as two weeks or less.
- 4) The student forfeits his/her privilege to any leadership positions for one calendar year (365 days).

B. Second offense:

- 1) A second violation of the Board's prohibition of alcohol or drugs will result in removal from participation in all athletic activities for at least one calendar year (365 days).
- 2) The student forfeits his/her privilege to any leadership positions for the remainder of their school career.

C. Third offense:

- 1) A third offense of the Board's prohibition of alcohol or drugs will result in removal from participation in all athletic activities for the remainder of their school career.

2. Tobacco Related Offenses

Tobacco related offenses are defined as the use, sale or possession of tobacco products, alternative nicotine products, electronic cigarettes, including lighters, matches and other flame-producing materials.

~~A. First offense:~~

- ~~1) A student found in violation of the Board's prohibition of tobacco shall lose eligibility for the next two consecutive interscholastic contests or two weeks of the season in which the student is a participant, whichever is greater. If the student agrees to participate in a tobacco education program approved by the school administration, the penalty shall be reduced by a minimum of one week suspension during the season.~~
- ~~2) An out-of-season violation will result in the suspension being served after cuts are made into the student's next sports season.~~
- ~~3) The student forfeits his/her privilege to any leadership position for one calendar year (365 days).~~

~~B. Second offense:~~

- ~~1) A second violation will result in the removal from participation in all athletic activities for at least the remainder of that sport's season.~~
- ~~2) The student forfeits his/her privilege to any leadership positions for the remainder of their school career.~~

~~C. Third offense:~~

- ~~1) A third violation of the Board's prohibition on tobacco will result in the removal from participation in all athletic activities for at least one calendar year (365 days).~~

~~D. Fourth offense:~~

- ~~1) A fourth violation of the Board's prohibition on tobacco will result in the removal from participation in all athletic activities for the remainder of their school career.~~

**A. First offense:**

- 1) Student will be suspended from participation for 20% of that sport's maximum allowable regular season contests.**
- 2) May reduce suspension consequence to 10% of the maximum allowable regular season contests by completing an Educational Diversion Program.**
- 3) Must attend all practices/team required activities during the suspension if the coach allows.**

**A. Second offense:**

- 1) Student will be suspended from participation for 50% of that sport's maximum allowable regular season contests. If there is less than 50% of the maximum allowable regular season contests, the remaining percentage will carry over to the next sport.
- 2) Completion of an Educational Diversion Program required for reinstatement.
- 3) Must attend all practices/team activities during the suspension if the coach allows.

**B. Third offense:**

- 1) Student will be suspended from participation in all athletic activities for one calendar year.
- 2) Completion of an Educational Diversion Program required for reinstatement.

**C. Fourth offense:**

- 1) Student will be suspended from participation in all athletic activities for the remainder of their school career.

**Disciplinary Educational Diversion Program (DEDP)**

An extracurricular participant who has a first-time infraction may be reinstated by the following process: A first-time violation of the Board's prohibition of alcohol and drugs may be a candidate for a Disciplinary Diversion Program (DDP). Eligibility for the DEDP requires a written letter of application by the student and parent/guardian to the building principal. Such an application may be made only after a student attends an assessment by a certified drug and alcohol counselor within a fourteen (14) day period or ten (10) school days, whichever is less, and agrees to carry out the recommendations. A written copy of the assessment must be sent to the principal regarding the fitness of the particular student to return to athletic activities with Hilliard City Schools.

Upon the student's completion of the assessment, the principal shall refer the student's case to the Athletic Advisory Council. The Athletic Advisory Council shall consist of:

1. assistant principal
2. athletic director
3. head coach
4. student's guidance counselor
5. Core Team chairperson/~~student assistance coordinator~~.



A principal may assign other individuals as members of this committee at the principal's discretion.

The Athletic Advisory Council shall meet with the student and his/her parents or guardians. The Athletic Advisory Council shall then make a recommendation to the building principal concerning whether or not the student may be considered to return to participation in athletic activities with the Hilliard City School District. A student shall be suspended from all participation in athletic activities with the District for the duration of any hearing with the principal or DEDP. ~~A student reinstated after an out-of-season violation will serve their suspension during the next sports season in which they participate. The student will be suspended for the first two (2) weeks of practice and for ten percent (10%) of the regular season contests after returning to practice.~~

### Self-Referral Policy

The self-referral option is available to students only on the first infraction (no prior violations on record). If a student seeks assistance in dealing with an alcohol, **tobacco-related** or other drug problem by self-referral to their coach, advisor, school administrator, **or Athletic Director** ~~or the Student Assistance Coordinator~~ and agrees to participate in an assessment and carry out the recommendations, and attend a minimum of nine (9) hours drug and alcohol education, the student will be removed from all athletic activities for seven (7) days. The nine (9) hour program of inservice education must be completed at the earliest possible date ~~with approval from the Student Assistance Coordinator~~. The assessment must be scheduled and completed within fourteen (14) days of the self-referral. Refusal or failure to complete the assessment will result in the full penalty as provided in this policy. Self-referrals which result in no prohibition from participation are still considered first violations in the event of a subsequent second violation.

A self-referral cannot be used by a participant as a method to avoid consequences once the policy has been violated and a student has been identified as having violated such policy.

All self-referrals under this policy will be reported to the ~~Student Assistance Coordinator~~ **principal/assistant principal** at the high school level and to the guidance counselors at the middle school.

### Follow-Up Services

Upon return from residential or out-patient treatment, the following support services will be provided:

1. Student, parent(s), ~~Student Assistance Coordinator~~, counselor and administrator (when available) will have a readmission conference to develop educational plans.
2. It will be recommended to parents that they attend parent support group meetings, e.g., AL-ANON, Tough Love.

3. Student will be required to attend eight (8) weekly support group meetings in school unless a treatment facility and/or ~~Student Assistance Coordinator~~ **school administrator** recommends otherwise. The student may remain in the student support group after this requirement is satisfied. Where a student support group does not exist, the student will have contact with the guidance counselor or ~~Student Assistance Coordinator~~ **school administrator** for a minimum of eight weeks.

#### Notification Procedures

The student participant and his/her parent or guardian are to be advised of the Extracurricular Drug, Tobacco and Alcohol Policy at the beginning of each season, activity or time of entry into a program. This policy is to be explained to the student by the coach, advisor, director or teacher.

This policy will be included in all student handbooks.

#### Relationship of These Policies and Regulations to the District's Code of Student Conduct

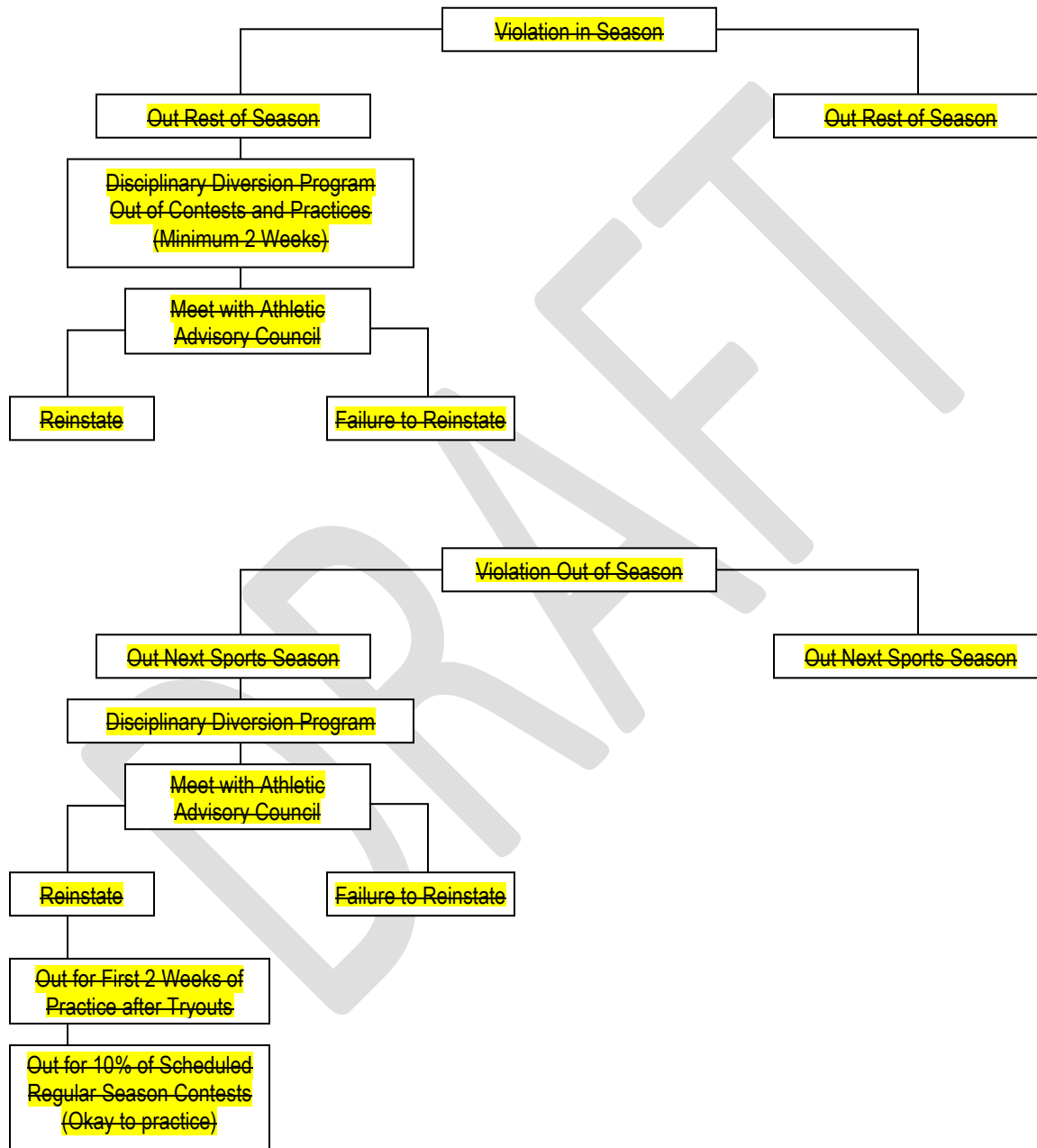
These policies and regulations supplement the District's code of student conduct and are administered independently of that code. A violation of these regulations may also independently violate the code of student conduct and result in suspension or expulsion from school or removal from curricular or extracurricular activity under the provisions of that Code in addition to any disciplinary penalty that may be called for under these regulations.

#### Costs

All costs for any rehabilitation program or counseling for a tobacco, alcohol or drug problem under these regulations shall be the responsibility of the student.

**VIOLATION OF ATHLETIC POLICY IN REGARDS TO PROHIBITION OF DRUGS AND ALCOHOL**

**First Violation Only**



## Code of Conduct for Athletes

Hilliard athletes take pride in their school, in superior conditioning, playing as a team and giving 100 percent to win the game.

It is a privilege to be a member of the school's athletic team; a right which can be earned only when one abides by the rules of the school and of the game. Our athletes are expected to be models of good behavior. They are representing the school and the community at athletic events throughout the area. We want to be proud of their efforts.

Any student participating in any school athletic program shall carry either the District's student insurance or provide a written statement signed by the student's parents or guardians that the parents or guardians are providing the insurance.

### 1. Rules Concerning Appearance:

At the beginning of each sports season the coach and players shall determine appearance rules. Suggested guidelines are:

- A. Uniforms should be clean and neat and in good repair.
- B. The school dress code will be in effect.

### 2. Rules Concerning Eligibility:

Ohio High School Athletic Association rules concerning eligibility are to be discussed with the squad.

- A. In order to be eligible, a student must have passed five credits that count toward graduation during the prior grading period. The five credits may be a combination of high school and college courses.
- B. Summer school grades earned may not be used to substitute for failing grades from the last grading period of the regular school year.
- C. In order to play in a game, players must be in attendance the day of the game. (Attendance means being in school the full day.)
- D. It is recommended that a student be a member of no more than one interscholastic team at any one time. When a player is removed or quits a team, organized conditioning or participation on another team is forbidden until the original sport is completed.

- E. A student may be declared ineligible by the administrative office for reasons of discipline.
- F. Medical clearance and insurance waivers are required prior to participation. (Physicals are good for one calendar year.)

3. Practice Rules:

- A. Individual coaches will establish written rules and regulations regarding practice, attendance and conduct at games.

4. Travel Rules:

- A. Rules for school bus travel shall be essentially the same as for students being transported to and from school. Exceptions may be permitted by agreement between coach and driver, provided safety is not compromised.
- B. Athletes must always travel with the team unless the coach/advisor excuses a player to travel with his/her parent.

5. Behavior Rules:

It shall be the prerogative of the coach, principal or the Athletic Council Rules Committee to discipline an athlete for:

- A. violation of the rules listed above;
- B. violation of Board policies and school rules;
- C. violation of established team rules and
- D. violation of Ohio High School Athletic Association rules. Copies shall be available in the school office.

The code of conduct for athletes applies seven days a week, 24 hours a day.

Students may be removed from the team for the following offenses:

- A. use or possession of alcoholic beverages, drugs or other mind-altering substances;
- B. the use of tobacco in any form;

- C. destroying or stealing athletic equipment and
- D. violation of rules, team rules, Board of Education policies and/or OHSSA rules.

(Approval date: August 14, 2001)

(Re-approval date: May 11, 2015)

(Re-approval date: August 8, 2016)

DRAFT

**New Policy**

STAFF-STUDENT RELATIONS

The relationship between the District's staff and students must be one of cooperation, understanding and mutual respect. Staff members have a responsibility to provide an atmosphere conducive to learning and to motivate each student to perform to his/her capacity.

Staff members should strive to secure individual and group discipline, and should be treated with respect by students at all times. By the same token, staff members should extend to students the same respect and courtesy that they, as staff members, have a right to demand.

Although it is desired that staff members have a sincere interest in students as individuals, partiality and the appearance of impropriety must be avoided. Excessive informal and/or social involvement with students is prohibited. Such conduct is not compatible with professional ethics and, as such, will not be tolerated.

Staff members are expected to use good judgment in their relationships with students both inside and outside of the school context including, but not limited to, the following guidelines.

1. Staff members shall not make derogatory comments to students regarding the school, its staff and/or other students.
2. The exchange of purchased gifts between staff members and students is discouraged.
3. Staff-sponsored parties at which students are in attendance, unless they are a part of the school's extracurricular program and are properly supervised, are prohibited.
4. Staff members shall not fraternize, written or verbally, with students except on matters that pertain to school-related issues.
5. Staff members shall not associate with students at any time in any situation or activity that could be considered sexually suggestive or involve the presence or use of tobacco, alcohol or drugs.
6. Dating between staff members and students is prohibited.
7. Staff members shall not use insults or sarcasm against students as a method of forcing compliance with requirements or expectations.
8. Staff members shall maintain a reasonable standard of care for the supervision, control and protection of students commensurate with their assigned duties and responsibilities.
9. Staff members shall not send students on personal errands.

10. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.
11. Staff members shall not attempt to diagnose or treat a student's personal problem relating to sexual behavior, substance abuse, mental or physical health and/or family relationships but, instead, should refer the student to the appropriate individual or agency for assistance.
12. Staff members shall not disclose information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, information concerning assessments, ability scores, grades, behavior, mental or physical health and/or family background.

### Social Media

1. District staff are prohibited from posting data, documents, photographs or inappropriate information on any social media platform that might result in a disruption of classroom activity or that violates State or Federal law relating to staff and student privacy. The Superintendent/designee has full discretion in determining when a disruption of classroom activity has occurred.
2. District staff are prohibited from providing personal district social media passwords to students.
3. Fraternalization between District staff and students via the internet, personal email accounts, text messaging, personal social media and other modes of virtual technology is also prohibited.

Violation of the prohibitions listed above will result in staff and/or student discipline in accordance with State law, Board policies and regulations, the staff and student codes of conduct and handbooks and/or staff negotiated agreements. Nothing in this policy prohibits District staff and students from the use of education websites and/or use of social media created for curricular, cocurricular or extracurricular purposes.

[Adoption date:]



LEGAL REF.: ORC 3313.20

CROSS REFS.: GBC, Staff Ethics  
GBCA, Staff Conflict of Interest  
GBCB, Staff Conduct  
GBI, Staff Gifts and Solicitations  
IIBH, District Websites  
JFC, Student Conduct (Zero Tolerance)  
JFCF, Hazing and Bullying  
JG, Student Discipline  
JHF, Student Safety  
JHG, Reporting Child Abuse  
JL, Student Gifts and Solicitations  
JO, Student Records  
KBA, Public's Right to Know  
Staff Handbooks  
Student Handbooks

CONTRACT REFS.: Teachers' Negotiated Agreement  
Support Staff Negotiated Agreement