



# STUDENT HANDBOOK REVIEW 2018-2019

MIKE McDONOUGH, ASSISTANT SUPERINTENDENT  
CENTRAL OFFICE ADMINISTRATION

**HILLIARD CITY SCHOOL DISTRICT  
OPERATIONS DEPARTMENT**

### Meeting Attendees

Assistant Superintendents	Chief Technology Officer	Preschool Principal
Treasurer/CFO	Technology/Student Information Staff	Sixth Grade/Middle School Principals
Curriculum Department Directors	District Web Designer/Developer	High School Principals
Director Human Resources	Warehouse Coordinator (Print Shop)	Athletic Directors

*All handbooks contain the same information in regards to policies and procedures.*

REVISED 04/23/2018 – ADDITIONAL REVISIONS – HIGH SCHOOL STUDENT HANDBOOK	
Page Section	Revision
19 Restricted Areas of the Building	Add flexible lunch option for juniors and seniors.

# SUMMARY

The building and administrative staff listed above meet annually to review all student handbooks. All Board and District policies and procedures are updated as needed. Along with Board and District policies, the majority of revisions consist of grammatical/typographical errors, staff information, table of contents, school year dates, bell schedules and front cover pages. All student handbooks are available on the building and district websites. We also print a few copies of each handbook for students who do not have the means to access the website.

The following is a detailed list of revisions not described above:

### ATHLETIC MANUAL FOR PARENTS, ATHLETES & COACHES

Page Section	Revision
Requirements for Participation	
13 Requirements for STEM (etc.)	Add "STEAM" everywhere "STEM" is found – per board policy update.
Student Drug, Tobacco & Alcohol Policy	
18 Offenses and Disciplinary Action	Add "JUUL" (an example of a personal vaporizer).
19 Tobacco Related Offenses	Add "distribution" and "personal vaporizers (e.g., JUUL).
Additional Concerns	
27 Middle School Cheerleading	Football squad – change from 10 to 12 members & Basketball squad – change from 8 to 10 members.

### PRESCHOOL/ELEMENTARY STUDENT HANDBOOK

Page Section	Revision
7 Board of Education	Meetings are now held at 6:30 pm on the second and fourth Monday of the month.

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## SUMMARY

CENTRAL OFFICE ADMINISTRATION

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Page	Section	Revision
7	Kindergarten Bell Schedule	Britton will have full-day kindergarten next year.
20	Full-day Absent	Revise language due to board policy changes (change from days to hours, foster care & homeless students). Also add clarification to Observance of Religious Holidays.
21	Attendance Problems	Revise language due to board policy and law changes regarding truancy.
29	Non-Discrimination Policy	Change the district compliance officer/civil rights coordinator.
32	Student Drug, Tobacco & Alcohol	Add "personal vaporizers (e.g., JUUL) to Alternative Nicotine Products and Electronic Cigarette sections.
36	Possession/Use of Tobacco	Add "Distribution."
38	Technology Use and Misuse	Add language regarding iPad assignment/use (same language that is in the MS & HS handbooks).
47	School Calendar	Revise from 2017-18 to 2018-19
48	Schools, Addresses & Phone Numbers	Revise Memorial's address, revise Hilliard Station's address and add the Innovative Learning Hub.

## MIDDLE GRADES (6<sup>TH</sup>, 7<sup>TH</sup> & 8<sup>TH</sup>) STUDENT HANDBOOK

Page	Section	Revision
7	Hilliard Station Sixth Grade	Change address and change bell schedule to 5 minutes earlier.
8	Hilliard Tharp Sixth Grade	Change principal name and change bell schedule to 5 minutes earlier.
9	Hilliard Heritage MS	Change bell schedule to 5 minutes earlier.
10	Hilliard Memorial MS	Change address and change bell schedule to 5 minutes earlier.
11	Hilliard Weaver MS	Change principal name and change bell schedule to 5 minutes earlier.
12	Innovative Learning Center & Hub	Add page to this handbook (same as HS handbook).
24	Non-Discrimination Statement	Change the district compliance officer/civil rights coordinator.
27	Compulsory Education	Revise language due to board policy changes (change from days to hours, foster care & homeless students). Also add clarification to Observance of Religious Holidays.
29	Reporting An Absence – Sixth Gr	Remove this section. All students in grades 6-8 will follow the procedures on page 31.
31	Reporting An Absence – MS	Remove "Middle School Students."
31	Half-Day/Full-Day Absence	Remove this section (no longer applicable since the change from days to hours).
33	Truancy	Revise language due to board policy and law changes regarding truancy.
42	Misuse/Use of Technology	Add "Protecting Your Data and Files" section.
49	Student Drug, Tobacco & Alcohol	Add "personal vaporizers (e.g., JUUL) to Alternative Nicotine Products and Electronic Cigarette sections.
53	Possession/Use of Tobacco	Add "Distribution."

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Page	Section	Revision
58	Grade Scale	Add "Note" that beginning with the Class of 2021, class rank will no longer be calculated & A+ will be removed from the grade scale effective 2021-2022.
58	Grade Averaging Policy	Add language found in high school handbook.
59	Academic Recognition	Change from honor roll to Latin honors. Add note about class rank and A+.
59	Graduation Requirements	Remove Honors English 9 and add American Sign Language.

## HIGH SCHOOL STUDENT HANDBOOK

Page	Section	Revision
7	Hilliard Bradley HS	Revise principal name.
8	Hilliard Darby HS	Add new principal name.
9	Hilliard Davidson HS	Add principal name.
10	Innovative Learning Center	Change the address and add "Hub."
11	Welcome to High School	Update school year.
16	Non-Discrimination Statement	Change the district compliance officer/civil rights coordinator.
18	Renaissance Card Holder Discounts	Update per principal's decision.
19	Restricted Areas of the Building	Add flexible lunch option for juniors and seniors.
23	Half-Day/Full-Day Absence	Remove this section (no longer applicable since the change from days to hours).
25	Truancy	Revise language due to board policy and law changes regarding truancy.
25	Compulsory Education	Revise language due to board policy changes (change from days to hours, foster care & homeless students). Also add clarification to Observance of Religious Holidays.
37	Student Drug, Tobacco & Alcohol	Add "personal vaporizers (e.g., JUUL) to Alternative Nicotine Products and Electronic Cigarette sections.
41	Possession/Use of Tobacco	Add "Distribution."
44	Misuse/Use of Technology	Add "Protecting Your Data and Files" section.
55	Academic Recognition	Change from honor roll to Latin honors. Add note about class rank and A+.
59	Evaluating Student Progress	Add note about class rank and A+.
66	Title IX Information	Change the district compliance officer/civil rights coordinator.