



Student & Parent Handbook 2023 - 2024

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Priority High School is a not-for-profit, non-sectarian public charter high school that does not discriminate on the basis of a student's race, religion, age, color, sex, disability or national origin.

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Introduction

Priority High School (PHS) is an alternative high school that has your needs in mind. Whether you struggle in a traditional high school setting or you had to interrupt your education before earning all of the credits necessary to graduate, we can provide you with a customized education designed to make finishing a priority. Many of our students are either: struggling in a traditional school setting, experiencing unexpected life challenges, raising a family, working to support themselves or their family or preparing to welcome a child into the world. Whatever your challenges may be, our goal is to meet you where you are and support you on your journey to graduating and starting a career. The Student Handbook provides students and (if the student is under 18 years of age) their parents with an overview of the policies and procedures that govern a student's academic achievement, behavior and attendance while attending Priority High School. It is the responsibility of each student and parent to become familiar with the handbook's content.

Academic Program

All PHS students are required to complete an academic program of study designed to prepare students for the Ohio Graduation Test or End Of Course Exams, and to either continue their education beyond high school, to successfully enter the world of work or to enter the military.

Priority High School Graduation Requirements

English: (4 credits) - 9, 10, 11, 12

Math: (4 credits) - Including 1 unit of Algebra II

Science: (3 credits) - Including 1 credit in Physical Science, 1 credit in Life Science and 1 unit of Advanced Science

Social Studies: (3 credits) - Including US History, US Government, and Economics/Financial Literacy

Electives: (5 credits)

Health: (1/2 credit)

Physical Education: (1/2 credit)

Capstone: (2 credits) - Completed on Ohio Means Jobs

Total Graduation Requirements: Graduation requirements will vary depending on grade level. Please see your counselor for more information.

Credit Recovery Program: Students who are deficient in credit can remediate those deficiencies when attending Priority High School.

After-school Teacher Help Sessions: Students who need extra help in any class may receive individual help when attending Priority High School every school day except Friday. Friday's are by appointment only. Students may also attend Cram Week (ask Priority staff for more details). Students who want this help should contact Priority staff.

Controversial Materials: Students who object to the use of specific educational material should notify school personnel. They will attempt to resolve the issue with the student. If the matter remains unresolved, a committee made up of teachers and parents will be appointed to review the material and submit their findings and recommendations to the superintendent. The superintendent's decision may be appealed to the Board of Trustees.

Promotion Requirements: Senior Priority students must successfully complete all Ohio Department credit requirements, state/district tests as well as local district requirements. All other students must complete current grade-level course work and any incomplete/missing credits from prior grade-level.

School Books & Educational Material: Students are not permitted to remove from the school building any school-owned textbook, manual or other reading material (with the exception of instructor provided resources or study guides). Most textbooks are on-line. Students who damage school-owned textbooks or other material will be charged the replacement cost of the book or manual.

Participation in the Commencement Program: The Commencement exercise will include only those students who have successfully completed the requirements for graduation listed on page 4 as certified by the Superintendent, or those students who have been deemed eligible to participate in such exercises in accordance with the terms of their IEP. Students who owe fees will not receive their diploma until all fees are paid.

Transcripts: Official transcripts will be processed upon request. Official transcripts will not be released if there are fees owed.

Academic Calendar: Priority High School operates Monday-Thursday 8am-3pm with a mandatory flex-Friday attendance.

The academic year is comprised of a four quarter, two-semester schedule. While grades are issued at the end of each quarter and are used to determine the semester grades, only the semester grade is recorded on the student's transcript. Semester grades determine the credit earned, class rank and grade point average.

The academic schedule for the 2023-2024 school year is:

1st Quarter: September 5th to October 27th

2nd Quarter & end of 1st Semester: October 28th to January 19th

3rd Quarter: January 22nd to March 15th

4th Quarter & end of 2nd Semester: March 18th to May 24th

Class Work: Regular attendance is encouraged and imperative for the successful promotion and matriculation of all students. Students are expected to participate fully in all classroom and school activities. All assigned work must be completed to the best of the student's ability and meet deadlines as established by the teacher and the school.

Student Discipline: Priority High School is a school of choice that students have elected to attend. All students are expected to follow the Student Code of Conduct when at school, while attending school activities, or traveling to or from school. Behavior that disrupts learning, or is disrespectful of others will not be tolerated. **No student has the right to prevent another student from learning.** Students whose behavior is disruptive will be disciplined and, in extreme cases, removed from the school. The student Code of Conduct is reprinted in this handbook on pages 15-23.

Cell Phones: Cell phones may be used by students during the school day. If the cell phone becomes a distraction to the student and/or teacher and classroom; the PHS staff will instruct the student to secure the cell phone in efforts to eliminate any and all distractions. This policy may vary by building. Please see the building coordinator for the rules in your building.

Smoke-Free Environment: PHS is a smoke-free school. Smoking is prohibited in the school building and on school grounds at all times. Students who violate this policy will be suspended. Repeated violations will result in additional suspension or expulsion.

Student Searches: The school has a legal right to search students, their school lockers and their personal property to ensure a safe and orderly learning environment. A search will be conducted whenever there is a reasonable cause to believe that a student is in possession of items prohibited by the school's Code of Conduct. Refusal by a student to submit to a search may result in the police being called and additional disciplinary action, including suspension and expulsion.

Disciplinary Consequences: Discipline is viewed as an instructional process to help students develop self-discipline, appropriate school work habits and social skills. It is recognized that violations of the student code of conduct require consistent consequences to ensure a safe and orderly learning environment. **Students must assume responsibility for their actions and respect the rights of others.** All students have a right to learn, but no student has the right to disrupt the learning of others.

The school uses a broad range of disciplinary options designed to ensure appropriate student conduct. A student's failure to follow the Student Code of Conduct will result in teacher or administrator intervention that may include, but not limited to, the following:

- Reminder or warning
- Teacher and/or administrator/student conference
- Positive Behavior Interventions
- Removal from class or campus

Removal from Class: A teacher may recommend the temporary removal of a student from class by notifying the principal of the inappropriate behavior. Possible consequences include any of the interventions listed above.

Emergency Removal Pending Parent Conference: The administration may temporarily remove a student from school for inappropriate school or class behavior that is so chronic or severe that it threatens to disrupt the education of other students, or threatens the health, safety or well-being of the student, other students, or staff. The student may be removed for up to 72 hours or until a meeting with the student's parent/guardian is held. During the removal, a parent conference will be scheduled to determine what disciplinary action, if any, may be taken and whether the student may return to school and if so, under what conditions.

School Suspensions: The administration may suspend a student from school for up to ten school days for inappropriate

school or class behavior, for any serious violation of the Student Code of Conduct or repeated violations of the Code of Conduct. Suspended students will be assigned to the In-school suspension, where students will do their school work and not be behind when they return to their regular classes. Students who fail to participate in this program will be given an out-of-school suspension. Students will not be allowed to do school work in an out-of-school suspension.

Expulsion: The administration may suspend a student for ten school days and recommend expulsion to the superintendent. Expulsion will be considered for major and/or repeated violations of the Student Code of Conduct.

A recommendation for expulsion is required for the following offenses:

- False bomb threats or false fire, tornado, or disaster alarm; or tampering with the fire alarm system.
- Arson or starting a fire
- Gang activity, included, but not limited to graffiti, signs or signals, tattoos, and clothing or accessories
- Possession or use of dangerous weapons or objects, including replicas or facsimiles
- Hazing and/or harassment
- Possession, use, sale, purchase, transmission, and/or trafficking in alcohol, drugs, tobacco, or any banned, controlled, or illegal substance, including look-alikes, placebos, or substitutes.
- Sexual assault
- Defacement, damage or destruction of school property

Certain violations of the student code of conduct may result in a student being expelled for one year. These include:

- bringing a firearm or knife to school or school event
- possessing a firearm or knife on school property or school event
- committing an act that is a criminal offense when committed by an adult that results in serious physical harm to a person or damage to property
- making a bomb threat to a school building or any building at which a school activity is occurring

With permission from the school, students may earn credit for school work while suspended.

Due Process Rights: Whenever disciplinary action is required, students will be given their due process rights in accordance with the Ohio Revised Code 3313.66, 3313.661 and 3313.662.

Appeal Rights: Parents and/or students may appeal a teacher's disciplinary decisions to the principal. Parents may appeal the principal's disciplinary decisions to the superintendent.

For disciplinary decisions up to and including suspensions, the superintendent's decision is final. Expulsion decisions may be appealed to the Expulsion Appeals Committee of the Board of Trustees of Priority High School. Parents who wish to appeal the superintendent's expulsion decision must submit a written request to the superintendent indicating the basis for the appeal. This request must be submitted within five working days of the superintendent's decision. An appeal hearing with the Expulsion Appeals Committee will be scheduled within 10 days of receipt of the written appeal. The committee's decision will be given by certified mail within 3 working days. The initial disciplinary action remains in effect during the appeal process and the student, if suspended or expelled, may not attend school or any school function, nor may they be in the school building or on school grounds.

Dress Code Policy

Priority High School students are expected to comply with the school's dress code policy, to be neat and clean and to take pride in their appearance. PHS students must wear appropriate attire (casual business) every day they are in school. Priority spirit wear is also an option for students. Students who violate this rule will be disciplined.

Appropriate Apparel Requirements:

- Shoes with heels in excess of two inches, sandals and flip flops are not permitted
- Tights, leggings, pajama pants, jeans, shorts, and other colors are not permitted. Pants/slacks must be worn at waist level, and worn with a buckled belt (maximum width two inches). **Boys must use a belt and wear their slacks waist high.** Drooping is not permitted. Skirts and shorts must be at least mid-thigh in length. Slacks/skirts must be of appropriate size.
- Hats, scarves or other headwear may not be worn inside the building
- Sunglasses may not be worn indoors
- Gold teeth caps are prohibited

Field Trips: Students must follow the school dress code on all school-sponsored field trips. (School uniform shirt and slacks or skirt; jeans are not permitted.) Students not dressed appropriately will not be allowed to go on the field trip.

Off-Site Learning Activity dress code: Students participating in an off-site learning activity sponsored by the school must dress in a manner consistent with professional dress expectations for employees at the site. Students must follow all school rules when participating in off-site learning activities.

Attendance

Students are expected to attend school and classes daily and to arrive on time. Priority students' schedules are created with their best interests in mind.

Excused Absences: The following reasons are valid reasons for being absent from school with proper documentation:

- Student illness
- Death in the immediate family
- Religious observance
- Court appointment
- Needed at home; specific reason must be provided

Handwritten notes will only be accepted 2 times per semester as an excuse note. For absences lasting longer than 2 consecutive days a handwritten note will not be accepted. Student absences for any reason other than those listed above are considered unexcused unless prior approval by the principal has been secured by the parent.

It is the students' responsibility to make up all missed school work due to the absence within time limits established by the school.

Excessive Absences: Students who are absent five days in a row, seven days during a month, or 12 days during a school year will be referred to court. Students who are absent 72 consecutive hours or 13 days of instruction will be withdrawn from school as required by Ohio law.

The School Day - from A to Z

Arrival: All classes start promptly at 8am. Students must arrive in class, quietly seated and ready to learn by 8am to avoid being marked tardy. (*Students who are excessively tardy will be required to make up for lost time after school in detention.*) Students may enter the building as early as 7:30am. Individual start times can be scheduled with prior student need, parental and administrative approval.

Breakfast and Lunch: All students eat free at Priority High School. Because of Ohio's participation in a federal nutrition program, breakfast and lunch will be available to all students at no charge. The free and reduced lunch form is still required and must be filled out by all parents/guardians. Students living independent and over 18 must complete the form. Parents who have questions concerning this program should contact Javoria Bryant at jbryant@dohncincy.org.

Dismissal: Priority Traditional program (students 18 and under, grades 9-12) are dismissed at 1:30 p.m. Priority Success Students program (students 18-21 who have missed their initial graduation date) are welcomed until 3 are expected to leave the building and school grounds immediately unless they are participating in a teacher help session or some other activity sponsored by the school. Loitering on school grounds or in the vicinity of the school is prohibited.

Fire/Tornado Drills: The school will conduct a variety of drills throughout the school year designed to help students evacuate the building in a quick, quiet and orderly manner or seek shelter in the event of a tornado. Classroom teachers will give students instructions prior to the drill. While some drills will be announced, many will be unannounced.

Grade Scale: Priority High School follows a 7 point grading scale. The scale is as follows:

- 100-90%- A
- 89-80 %- B
- 79-70%- C
- 69-60%-D
- 59% and below-F

Inclement Weather/School Closing: School closing due to inclement weather will be broadcast over local media outlets and through the school's communication system.

Messages/Deliveries: Unless an emergency situation exists, the school will not deliver messages or packages to students

during the school day.

Restrooms: Students may use the restrooms before school, during class changes, during breakfast or lunch and after school. Students should do their part in keeping the restrooms clean.

Searches: The school has the right to search persons, property, student lockers and packages whenever there is reasonable cause to conduct the search in order to ensure the safety of the staff or students or the security of the building.

Supplies: Students are required to have their own school supplies. This includes paper, pens, pencils and other supplies as needed.

Telephones: School telephones are restricted to school personnel for official school business only. If students need to contact a parent, they should notify the school staff member who will contact the parent on the student's behalf if it is determined the contact is necessary.

Use of medication during the school day: Priority High School is not responsible for the diagnosis and treatment of student illness. The administration of prescribed medicine during school hours will be permitted only when failure to do so will jeopardize the health of the student, or the student will not be able to attend school. The responsibility for administering any medicine shall rest with the student and/or parents. Certain board approved policies must be followed before any medicine can be administered to students.

Parents of students who may need to take medicine must contact the office administrator and secure a copy of (a) school policy dealing with taking medicine during the school day; and (b) secure copies of forms that must be completed by the student's physician. Medicine cannot be given to students during the school day without the above forms completed and on file in the school. This policy covers taking medicine and the use of an inhaler or any other medically-approved device.

Visitors: All visitors must report and sign in with the secretary in the front lobby. Visitors who wish to speak with a staff member should call in advance to make an appointment to make sure a staff member is available. Staff members are not available when they are teaching a class. Staff members may be contacted directly by telephone or e-mail.

Technology and Internet Safety Policy

The use of technology is a privilege and an important part of Priority High School's curriculum. The school will, from time to time, make determinations on whether specific uses of technology are consistent with School policies for students and employees of the School but does not warrant that the technology resources will meet any specific requirements of the student or other users, or that it will be error free or uninterrupted. The school always reserves the right to monitor and log technology use, to monitor file server space utilization by users, and examine specific network usage (as may be deemed necessary) for maintenance, safety or security of the technology resources or the safety of the user.

By signing the Parent/Student Contract Page at the end of the Parent/Student Handbook, the parent and student agree:

- To abide by all School policies relating to the use of technology;
- To release all School employees from any and all claims of any nature arising from the use or inability to use the technology;
- That the use of technology is a privilege;
- That use of the technology will be monitored and there is no expectation of privacy whatsoever in any use of the technology.

The parent/student further agrees and understands that the user may have his/her privileges revoked or other disciplinary actions taken against them for actions and/or misuse such as, but not limited to, the following:

- Altering system technology, including but not limited to, software or hardware;
- Placing unauthorized information, computer viruses or harmful programs on or through the computer system in either public or private files or messages;
- Obtaining, viewing, downloading, transmitting, disseminating or otherwise gaining access to or disclosing materials DAMPE Community School believes may be unlawful, obscene, pornographic, abusive, or otherwise objectionable.
- Using technology resources for commercial, political, or other unauthorized purposes. Priority High School technology resources are intended only for educational use;

- Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users;
- Disrupting technology through abuse of the technology, including but not limited to, hardware or software;
- Malicious uses of technology through hate mail, harassment, profanity, vulgar statements, or discriminating remarks;
- Interfering with others' use of technology;
- Installation of software without consent of Priority High School ;
- Allowing anyone else to use an account other than the account holder; and
- Other unlawful or inappropriate behavior;

The user also acknowledges and agrees that he/she is solely responsible for the use of his/her accounts, passwords, and/or access privileges, and that misuse of such may result in appropriate disciplinary actions (including but not limited to suspension or expulsion), loss of access privileges, and/or appropriate legal action. The user must also know and further agrees that:

- Should the user transfer a file, shareware, or software that infects the technology resources with a virus and causes damage, the user will be liable for any and all repair costs;
- The user will be liable to pay the cost or fee of any file, shareware, or software transferred or downloaded, whether intentional or accidental;
- Should the user intentionally destroy information or equipment that causes damage to technology resources, the user(s) will be liable for any and all costs; and
- Violation of this Internet Safety Policy is also a violation of the School Code of Conduct and may result in any other scholastic disciplinary action, other than those specifically set forth above, including but not limited to suspension or expulsion.

Definitions

- Children's Internet Protection Act (CIPA) defines the above referenced terms as follows: A minor is anyone under the age of 17.
- "Technology Protection Measure" means a specific technology that blocks or filters Internet access to visual depictions that are obscene, as that term is defined in section 1460 of title 18, United States Code;
- Child Pornography, as that term is defined in section 1226 of title 18, United States Code; or "Harmful to minors" means any picture, image, graphic image file or other visual depiction that:
 - a. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
 - b. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- "Sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.

Student Code of Conduct

The student Code of Conduct is based on the idea that learning takes place in a disciplined environment and that students have a responsibility to use the services and facilities of the Priority High School for the purpose of education. Rules that regulate student behavior have been adopted by the Priority High School Board of Trustees in order to operate the school in an efficient and orderly manner. Other acts not listed may exist in disciplinary action if the behavior is disruptive, hinders other students' learning, violates the right of others or is considered to be inappropriate.

Any student who engages in the following types of conduct is subject to disciplinary measures ranging from verbal reprimand, removal from school. Students found in violation of the weapons policy of the school are subject to a one-year expulsion from the school. School personnel will consider a variety of factors in deciding the discipline that should be administered to a student. Students who help other students violate the code of conduct will also be disciplined.

The Code of Conduct applies to any Priority High School student in the custody or control of the school, in the school building or on school grounds, in the general proximity of the school building or school grounds, at a school sponsored function or activity or on school sponsored buses. The Code also governs student conduct at any time, both on and off

school grounds, when such conduct reasonably relates to the health, safety, or welfare of Priority High School students, interrupts the educational process of Priority High School or another school, or in the judgment of the school officials, is considered school related.

Listed are the steps to be followed by the administration when student misbehavior occurs:

Level 1: Under level 1 punishment, the misconduct will be addressed by the teacher, and the teacher may either: (a) verbally reprimand the student; (b) provide an oral or written notification to parents; (c) issue a classroom detention; (d) conduct a teacher conference with parents; (e) separate the student from peers; (f) issue a detention; and/or (g) deny the student classroom privileges. Repeated offenses may result in Saturday School, up to a 10 day suspension or possible expulsion, as deemed appropriate by the Superintendent or his designee.

Level 2: All the steps listed in Level 1, plus the following: Under level 2 punishment, if the same acts of misconduct continue or if serious acts of misconduct occur, a conference with the parent/guardian, teacher and/or principal is held in order to discuss the incident and develop an appropriate corrective action plan and/or disciplinary action. Appropriate action may include suspension.

Level 3: All the steps in Levels 1 and 2, plus the following: The pupil may be suspended for up to 10 school days.

Level 4: All the steps in Levels 1, 2, and/or 3, plus the following: The pupil may be expelled for up to 80 days, unless one year is allowed or mandated by law.

Not all acts of misconduct can be itemized. The following section is a list of 23 some of the main areas of conduct which will lead to disciplinary action

Misconduct	Punishment		
	1st Offense	2nd Offense	3rd Offense
General Provisions			
1. Any conduct which causes or which creates a likelihood that it will cause disruption or interference with any school function activity or purpose, or creates a likelihood that it will interfere with the health, safety, or well being, or rights of other students, is prohibited.	1	2,3	4
2. Willfully aiding another person to violate school regulations.	1	2,3	4
3. Violation of computer and/or on-line student privileges policy. See also Policy No. 232 Technology and Internet Acceptable Use Policy.	1	2,3	4
Damage to or Theft of Public or Private Property			
4. Theft or possession of stolen goods.	2,3	3,4	4
5. Damage or destruction of private property or school property or in areas	2,3	3	4
6. Damage or destruction of school property, property of school employees, or property of other students on or off of school premises.	2,3	3	4
Disruption or Potential Disruption of the Educational Program for Self or Others			
7. Truancy. See also Policy No 251 Attendance, Truancy, and Withdrawal.	2	3	4

8. Tardiness.	1	2	3
9. Improper or suggestive dress. See also Policy No. 263 Dress and Grooming	1	2	3
10. Cheating or plagiarizing	2,3	3	4

11. Continuously and/ or intentionally creating a noise or acting in any manner that interferes with a teacher's ability to conduct class or a student's ability to learn.	1	2	3
12. Demonstration of individuals or groups causing disruption to the school program.	1	2,3	3,4
13. Upon initial arrival, leaving school property without permission.	2	3	4
14. Leaving school premises during school hours without permission of the proper school authority.	2	3	4
15. Presence in areas during school hours or outside school hours where a student has no legitimate business without permission of the proper school authority.	2	3	4
16. Disobedience of driving regulations while on school property.	2	3	4
17. Cursing	1	2	3
18. Cellular telephones (including, but not limited to, camera phones), beepers, pagers, or any related electronic communication devices are not to be brought to school. If a teacher or administrator observes any electronic communication device during a school day, it may be confiscated. No pictures are to be taken anywhere in the school building or on school property without prior administrative/teacher approval. Students who must bring such a device to school may leave it with the school secretary for safe-keeping during the day. The school, however, does not assume any responsibility for such devices. See also policy No. 234 Electronic Communication Devices.	1	2	3
19. Possession of an electronic laser pointing device or electronic light emitting device without expressed written permission of a school administrator.	1	2	3

20. Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by the Board of Directors. Jewelry, signs, etc. which at the discretion of the administration, is reasonably related to or represents gang or gang-like activity is prohibited. See also Policy No. 263 Dress and Grooming and Policy 264.3 Gang Activity Policy.	1	2	3,4
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21. Possession of matches or lighters or similar devices. See also Policy No. 369 Use of Tobacco on School Premises.	2,3	3,4	4
22. Buying, selling, transferring, using or possessing any substance containing tobacco including, but not limited to, cigarettes, cigars, a pipe, a clove cigarette, chewing tobacco, snuff, and dip, or using tobacco in any other form. See also Policy No. 369 Use of Tobacco on School Premises.	2,3	3,4	4
23. Use of indecent or obscene language in oral or written form.	2	3	4
24. Publication of obscene, pornographic, or libelous material.	2	3	4
25. Fighting	2,3	3,4	4
26. Abuse of Another. No student shall use or direct to, or about a school employee, or student, words, phrases or actions which are considered to be slanderous or degrading in nature, words or phrase which could be considered threatening, menacing or indicate an intent to cause harm to person or property and/or words or phrases which are obscene or profane as defined by the majority of our society, Name calling and negative, uncomplimentary, and offensive remarks related to physical handicaps or defects, mental handicaps, race, religion, nationality, appearance, or other reasons is prohibited.	2,3	3,4	4

27. Acts of harassment, intimidation or bullying (including cyber-bullying) on any student. See also Policy No 264.1 Anti Harassment, Intimidation and Bullying Policy.	2,3	3,4	4
28. Acts of sexual harassment, which is de fined as unwelcome advances of a sexual nature, requests for sexual favors and/or other verbal or physical conduct or communication of a sexual nature. Sexual harassment that includes unwelcome physical contact shall be assumed to have the effect of substantially interfering with the vic tim’s employment or educational environ ment. See also Policy No. 264 Sexual and Other Forms of Harassment.	2,3	3,4	4
29. Assault on a school employee, student, or other person.	3	4	4
30. Extortion of a student or school personnel.	3	4	4
31. Arson or other improper use of fire.	3	4	4
32. Buying, selling, transferring, possessing, or being under the influence of any alcoholic beverage or intoxicant of any kind. See also Policy No. 266 Drug Prevention.	3	4	4
33. Buying, selling, transferring, using, or possessing any drug or alcoholic paraphernalia to include instruments, objects, papers, pipes, containers, etc. See also Policy No. 266 Drug Prevention.	3	4	4

34. Buying, selling, transferring, using, possessing, or being under the influence of any drug medication, inhalant, or other controlled substance which can be taken internally where the students involved cannot show a legitimate health or other reason for the use of such substance. See also Policy NO. 266 Drug Prevention.	3	4	4
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35. Buying, selling, transferring, using, possessing, or being under the influence of any controlled substance (drugs, narcotics, marijuana, etc. or inhalants, or buying, selling, using, possessing, or being under the influence of any counterfeit controlled substance (any substance that is made to look like a controlled substance, or is represented to be a controlled substance, or that is believe to be a controlled substance). See also Policy No. 266 Drug Prevention.	3,4	4	4
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36. Sell, offer to sell or possess a controlled substance on school premises or at school related functions (trafficking in drugs) See also Policy No. 266 Drug Prevention.	3,4	4	4
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37. Bringing a firearm to the school or onto school property (any property owned, used or leased by the school for school, school extracurricular, or school-related events.) A firearm is defined as any weapon including a starter gun, which 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 reason, or any firearm muffler or silencer or any destructive device. A destructive device, includes but is not limited to, any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine or other similar device. See also Policy No. 273 Expulsion and Suspension Policies	1 year mandatory expulsion		
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38. Bringing a firearm to an interscholastic competition, an extracurricular event, or any other school program or activity that is located at a school or on school property. See also Policy No. 273 Expulsion and Suspension Policies.	Up to 1 year mandatory expulsion		
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39. Possessing a firearm at school, on school property, or at an interscholastic competition, an extracurricular event or any other school program or activity which firearm was initially brought onto the school property by another person. See also Policy No. 273. Expulsion and Suspension Policies.	Up to 1 year mandatory expulsion		
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40. Bringing a knife to an interscholastic competition, an extracurricular event, or any other program or activity sponsored by the school or which the school is a participant. See also Policy No. 273 Expulsion and Suspension Policies.	Up to 1 year mandatory expulsion		
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41. Possession of a knife at school, onto School Property, or at an interscholastic competition, an extracurricular event, or any other program or activity sponsored by the school or which the school is a participant. See also Policy No. 283 Expulsion and Suspension Policies.	Up to 1 year mandatory expulsion		
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42. Indecent exposures	3	4	4
43. Engaging in sexual acts, displaying excessive affection or other inappropriate behavior with a person of the same or opposite sex.	1,2,3	2,3	3,4
44. Turning in false fire, tornado, bomb, disaster, or other alarm.	3	4	4
45. Making a bomb threat to a school building or any premises in which a school activity is occurring at the time of the threat. See also Policy No. 273 Expulsion and Suspension Policies.	Up to 1 year mandatory expulsion		
46. Failing to report the actions or plans of another person to a teacher or administrator where these actions or plans of another person, if carried out, could result in harm to another person or persons or damage to property when the student has information about such actions or plans.	1,2	2,3	3,4

47. Placing signs and slogans on school property without the permission of the proper school authority.	1	2	3,4
48. Disregard of reasonable directions or commands by school authorities including school administrators and teachers.	1	2	3,4
49. Distribution on school premises of pamphlets, leaflets, petitions, buttons, insignia, etc without the permission of the proper school authority.	1	2	3,4
50. Skipping detention.	1	2	3,4
51. Disrespect to a teacher or other school authority.	1	2	3,4
52. Refusing to take detention or other properly administered discipline.	2	3	3,4
53. Any disruption or interference with school activities.	1	2	3,4
54. Any activity by a pupil which the pupil knows or should know, will disrupt the academic processes or a curricular or extracurricular activity.	1,2	2,3	3,4
55. Chronic misbehavior, which disrupts or interferes with any school activity.	2	3	3,4
56. Committing an act that is a criminal offense when committed by an adult that results in serious physical harm to persons or serious physical harm to property. See Policy No. 273 Expulsion and Suspension Policies.	Up to 1 year mandatory expulsion		
57. Failure to abide by rules and regulations set forth by administration for student parking.	1	2	3,4

58. Falsifying of information given to school authorities in the legitimate pursuit of their jobs.	3	4	4
59. Gambling	2	3	4
60. Forgery of school or school-related documents	2	3	4

Career Advising

The School’s plan for career advising includes, providing:

Grade-level examples that link students’ schoolwork to one or more career fields by implementing the Career Connections Learning Strategies offered by the Ohio Department of Education.

1. Career advising to students in grades 6-12, which includes meeting with each student at least once annually to discuss academic and career pathway opportunities.
2. Additional interventions and career advising for students who are identified as at risk of dropping out of school. These include:
3. Identifying students who are at risk of dropping out of school using a local, research-based method with input from teachers, school counselors and other appropriate school staff.
4. Developing a Student Success Plan for each at-risk student that addresses both the student’s academic and career pathway to successful graduation and the role of career-technical education, competency-based education and experiential learning, when appropriate.
5. Training for employees on how to advise students on career pathways, including use of the tools available in [OhioMeansJobs K-12](#) and other online sources provided by the School.
6. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-recognized credentials and postsecondary course credit through College Credit Plus.
7. Information on courses that can award student traditional academic and career-technical credit including, but not limited to, the School’s policy on credit flexibility and instructions for students to access the educational option.
8. Documentation on career advising for each student and student’s parent, guardian or custodian to review, as well as schools that the student may attend in the future. These include activities that support the student’s academic, career and social/emotional development.
9. Support necessary for students to successfully transition from high school to their postsecondary destinations, including interventions and services necessary for students who need remediation in mathematics and/or English language arts.
10. Information regarding career fields that require an industry – recognized credential certificate associate’s degree, bachelor’s degree, graduate degree, or professional degree.
11. Information about ways a student may offset the costs of post-secondary education, including the following:
 - a. Reserve officer training corps;
 - b. College credit plus program
 - c. Ohio guaranteed transfer pathways initiative
 - d. Joint academic programming or dual enrollment opportunities

College Credit Plus

College Credit Plus (“CCP”) is intended to provide expanded opportunities for appropriately qualified students to experience coursework at the college or university level. For more information on this program, and how to apply, see your counselor.

or further details please see our website and speak with your school counselor.

Credit Flexibility Plan

In compliance with Senate Bill 311, Priority offers students opportunities to earn high school credit through a credit flexibility program. All students are eligible for consideration for credit flexibility. Students that are interested will initiate

and submit a request in writing to take and/or earn the credit via the credit flexibility plan (CFP). Students can earn credits by:

- Completing coursework;
- Testing out or demonstrating mastery on course content: or
- Pursuing one or more “educational options” such as distance learning, educational travel, internships, independent study, projects, or other available options.

For further details please see our website and speak with your school counselor.

2023-2024 School Calendar

- **8/21/2023-9/1/2023 Professional Development-No Students**
- **9/5/2023 First Day for Students**
- **10/12/2023 Remote Learning Day-Professional Development**
- **10/27/2023 End of 1st Quarter (39)**
- **11/10/2023 Veterans' Day Observed -School Closed**
- **11/20/2023-11/24/2023 Fall Break/Thanksgiving Holiday-School Closed**
- **12/18/2023-1/5/2024 Winter Break-School Closed**
- **1/15/2024 Martin Luther King Day-School Closed**
- **1/19/2024 End of Second Quarter (39)**
- **2/12/2024 Remote Learning Day-Professional Development**
- **2/19/2024 Presidents' Day-School Closed**
- **3/11/2024 Remote Learning Day-Professional Development**
- **3/15/2024 End of 3rd Quarter (39)**
- **3/25/2024-4/5/2024 Spring Break**
- **5/6/2024 Remote Learning Day-Professional Development**
- **5/24/2024 Last Day for Students/End of 4th Quarter (40)**
- **5/28/2024-5/31/2024 School Year Close Out-Staff Work Day**
- **6/3/2024 Start of Summer School**

Priority HS 2023-2024

Parent/Student Handbook Agreement

I, _____ (student), have read the parent/ student handbook and have taken it home to go over with my parent/guardian and agree with the rules and regulations mentioned in said handbook.

I, _____ (parent/guardian), have read over the parent/student handbook with the student and agree with the rules and regulations mentioned in said handbook.

Student Signature _____

Parent/Guardian Signature _____